SAVE THIS BOOK!

IT CAN ANSWER MANY QUESTIONS!

A copy is on reserve in the Law Library and is available at www.uakron.edu/law.

This Handbook has the limited purpose of providing information concerning the programs of the University of Akron School of Law during the 2004-2005 academic year. 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 and Employment Institution. It is the policy of The University of Akron School of Law that there shall be no discrimination against any individual because of race, color, creed, sex, sexual orientation, disability, national origin, age, or religion. The University of Akron School of Law prohibits discrimination on these bases in education, employment, admissions and services to graduates. This nondiscrimination policy applies to all activities and programs and to all faculty, staff, and students.

- This policy shall be posted in the glass display cases of the law school and on the web page, and shall be included in appropriate printed materials of the law school.

Adopted and effective February 14, 2002.
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**I. CALENDAR 2004-2005**

**Fall 2004**

Orientation Week: Mon. – Thurs., August 23-26, 2004  
First Day of Classes: Mon., August 30, 2004  
Labor Day Holiday: Mon., September 6, 2004  
Veteran’s Day: LAW CLASSES HELD Thurs., November 11, 2004  
Thanksgiving Holiday: *Thurs.–Sun., November 25-28, 2004  
* Thanksgiving Holiday Begins Wednesday, November 24, 2004 at 5:00 p.m.  
Classes Resume: Monday, November 29, 2004  
Last Instructional Day: Friday, December 3, 2004  
Reading Period: Sat.-Tues., Dec. 4 – 7, 2004  
Exam Period: Wed.-Sat., December 8 – 18, 2004

**Spring 2005**

Martin Luther King Holiday: Mon., January 17, 2005  
First Day of Classes: Tuesday, January 18, 2005  
President’s Day: LAW CLASSES HELD Tues., February 22, 2005  
Spring Break: Mon.-Sun., March 21 – 27, 2005  
Last Instructional Day: Fri., April 29, 2005  
Reading Period: Sat.-Tues., April 30 – May 3, 2005  
Exam Period: Wed.-Sat., May 4 – 14, 2005  
Law Commencement: Sun., May 22, 2005

**Summer 2005**

Memorial Day Holiday: Mon., May 30, 2005  
Summer I 5-week begins: Tues., May 31, 2005  
Summer I 10-week begins: Tues. May 31, 2005  
Summer I 5-week ends: Fri., July 1, 2005  
Independence Day Holiday: Mon., July 4, 2005  
Summer I 5-week begins: Tues., July 5, 2005  
Summer I 10-week ends: Fri., August 5, 2005  
Summer I 5-week ends: Fri., August 5, 2005
II. SCHOOL OF LAW AND UNIVERSITY PERSONNEL

UNIVERSITY ADMINISTRATIVE OFFICERS
(See www.uakron.edu for a complete list)

LUIS M. PROENZA, President of the University, B.S., M.S., Ph.D.

ELIZABETH STROBLE, Senior Vice President and Provost, A.B., M.A., Ph.D.

SCHOOL OF LAW DEAN'S OFFICE
(See www.uakron.edu/law for detailed faculty information)

Deans

Richard L. Aynes
Rosemary Cannon
Lauri S. File
Elizabeth A. Reilly
William G. Rickett
C. Michael Walsh

Dean and Professor of Law
Assistant Dean for Finance and Administration
Assistant Dean for Law Admissions and Financial Aid And Acting Assistant Dean of Student Services
Associate Dean and McDowell Professor of Law
Assistant Dean for External Programs and Director of Law Alumni and Development
Assistant to the Dean

Admissions

Terri Agosta
Adam Messner

Student Services Counselor
Admissions Counselor

Alumni, Development & External Programs

Kimberly Morgan
Constance Koons

Director of Development
Coordinator of Events

Career Planning

Jay Levine
Jeanne Kennedy

Director of Career Planning and Placement
Student Services Counselor

Internal Functions

Barbara Rowles

College Program Specialist

Student Services

Liz Sauders

Student Services Counselor
**Support Staff**

Maria Denisiak    Secretary to the Intellectual Property Center  
Misty Franklin    Administrative Assistant to the Associate Dean  
Mary Anne Garrett Receptionist and Secretary  
Lori Morris    Supervising Faculty Secretary  
Sue Staats    Faculty Secretary  
Mary Strukel    Secretary to the Dean

**LAW LIBRARY**

**Law Librarians**

Paul Richert    Law Library Director  
Kyle Passmore    Associate Law Librarian  
Lynn Lenart    Assistant Law Librarian of Reference Services  
Annette Souare    Public Services Librarian  
Jill Williams    Technical Services Librarian

**Library Staff**

Margaret Ball    Serials Control Technician  
Tedd Guedel    Administrative Assistant  
Debra Henline    Cataloging Assistant  
Kenneth Knipl    Computer Support Specialist  
Karla Myers    Circulation Supervisor, Circulation/Reserve Desk  
Matthew Powell    Circulation Supervisor, Circulation/Reserve Desk  
Robbie Robertson    Acquisitions Coordinator

**LEGAL CLINIC**

J. Dean Carro    Professor of Law, Director of the Legal Clinic and Staff Attorney  
Steve Cook    Director, New Business Legal Clinic  
              Director, Trial Litigation Clinic and Staff Attorney  
              Secretary, Legal Clinic

**OFFICE OF ACADEMIC SUCCESS PROGRAMS**

Director, Office of Academic Success Programs
FULL-TIME TEACHING FACULTY

Lloyd C. Anderson                     C. Blake McDowell, Jr. Professor
Richard L. Aynes                      Dean and Professor of Law
Samuel Baumgartner                   Associate Professor
J. Dean Carro                         Dean’s Club Professor, Director of the Legal Clinic
Richard C. Cohen                     Associate Professor and Director of Legal Writing
                                        Offices/Staff Attorney
Dana K. Cole                          Associate Professor
Malina Coleman                       Associate Professor
Carolyn L. Dessin                    Associate Professor
Jay Dratler, Jr.                     Goodyear Chair in Intellectual Property
Bernadette B. Genetin                Associate Professor
Willa E. Gibson                       Professor
Wilson R. Huhn                       C. Blake McDowell, Jr. Professor
William S. Jordan III                C. Blake McDowell, Jr. Professor
Margery B. Koosed                    Aileen McMurray Trusler Professor
Richard J. Kovach                    C. Blake McDowell, Jr. Professor
Brant T. Lee                         Associate Professor
Jane Campbell Moriarty              Associate Professor
E. Stewart Moritz                    Assistant Professor
C. Alan Newman                       Associate Professor
Molly J. O’Brien                     Associate Professor
A. Samuel Oddi                       Giles Sutherland Rich Chair in Intellectual Property
Carol A. Olson                       Associate Professor
Elizabeth A. Reilly                  C. Blake McDowell, Jr. Professor and Associate Dean
William D. Rich                      Associate Professor
Paul Richert                         Law Librarian and Professor of Law
John P. Sahl                         Associate Professor
Jeffrey M. Samuels                   David L. Brennan Professor of Law and Director, Intellectual Property and Technology Center
Tracy A. Thomas                      Associate Professor
III. TUITION AND FEES FOR THE 2004-2005 ACADEMIC YEAR

Payment Methods

Payment in full or financial arrangements for each registration period should be made prior to the billing due date. Billing due date will be determined by the date of initial registration for the term. Your account can be viewed on the Web by clicking on the Registration & Information Center link and payment made:

- on the Web with a credit card at www.uakron.edu. Click on “The Registration & Information Center” logo, located on the lower right hand side of the page;
- by financial aid money applied to your account;
- by the Installment Payment Plan (IPP) contract signed and submitted with the service charge prior to the invoice due date; or
- by cash, check, money order or credit card payments (Visa, MasterCard, or Discover).

Resident/Non-Resident Status Fees

All students who are not residents of the State of Ohio, as defined by the University, are required to pay a nonresident tuition surcharge in addition to other University fees. A student is responsible for informing the University Registrar (located at Hezzelton E. Simmons Hall) of factors that affect residency status and fee assessments. A student should resolve questions or problems about residency before enrollment. See the University of Akron General Bulletin for more information or call Denise Pelfrey, University Residency Office, at (330) 972-7836.

Ohio law requires that the Non-resident Tuition Surcharge also be applied to male students between the ages of 18 and 26 who are Ohio residents and who have not provided verification of selective service registration. (For additional information regarding selective service surcharge/registration please see www.uakron.edu/registrar/fees/).

Late Payment Fee

In keeping with standard business practices, Student Fee Invoices must be paid in full by the end of the business day on which payment is due. The due date is listed on the invoice. The Late Payment Fee of $50 is assessed to any student who has an unpaid balance of any amount at the end of the business day listed on the fee invoice as the due date. Unpaid balances will also prohibit future registration, prohibit receipt of transcripts and may cause student to be dropped from all current and future enrollment. This can be avoided by registering and making payment in full, or by making other financial arrangements such as the Installment Payment Plan, before the due date.
Non-Payment of Fees

Your courses may be dropped if payment is not submitted by the assigned due dates!

- **Enrollment cancellation for non-payment of tuition and fees will be in effect beginning of Fall 2003.** Enrollment cancellation occurs when all courses that a student has registered for are dropped from a student’s schedule. There is no guarantee that students will be able to restore their original schedule if they decide to register after enrollment cancellation. If a student decides to re-register, that student will be subject to a re-enrollment fee of $100.

- Students will be dropped from ALL classes for the term if their tuition and fees are not paid in full for the term. Tuition and fees are due by their scheduled due date. Anticipated aid that appears on the account will be considered to determine the amount due. However, any excess amount due by the student must be paid in full by the due date in order to secure classes for term.

- Prior to the due date, students should verify that their financial aid has been processed and that it appears on their account. If the aid does not appear on the student’s account, the student should pay the amount due or consider applying for the installment payment plan in order to prevent enrollment cancellation.

- Students that are dropped from their courses, but that used financial aid to pay for any portion of their tuition and fees will need to contact The Office of Student Financial Aid since their aid may be reduced or removed from their account if they fail to meet the minimum requirements for their aid.

**Late Registration Fee**

The Late Registration Fee is assessed to any student who is not registered for classes by the first day of the term. The fee is $100 for fall and spring semesters and $50 for summer. This fee can be avoided by registering for courses during the priority or continuing registration periods.

For descriptions of all other fees listed please go to [www.uakron.edu/registrar/fees/](http://www.uakron.edu/registrar/fees/).

**Instructional Fees**

**Tuition**

- Ohio Resident $369.30 per credit
- Non-Resident $617.16 per credit

(*Auditor and transient students pay same fees*)

**General Fees**

**General Service Fee**

- 1 – 12 credits per semester $11.58 per credit
- 13 credits and over per semester $138.96 per semester
### Miscellaneous Fees

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Material Fee</td>
<td>$60.00 per course</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>$16.25 per credit</td>
</tr>
<tr>
<td>Administrative Fee</td>
<td>$12.00 per semester</td>
</tr>
<tr>
<td>Facilities Fee</td>
<td>$11.15 per credit</td>
</tr>
<tr>
<td></td>
<td>$133.80 maximum</td>
</tr>
<tr>
<td>Parking Permit Fee</td>
<td>$110.00 per semester</td>
</tr>
<tr>
<td>Late Graduation Fee</td>
<td>$100.00</td>
</tr>
<tr>
<td>Late Payment Fee</td>
<td>$50.00</td>
</tr>
<tr>
<td>Reenrollment Fee</td>
<td>$100.00</td>
</tr>
<tr>
<td>Late Registration Fee</td>
<td>$50.00 Summer</td>
</tr>
<tr>
<td></td>
<td>$100.00 Fall/Spring</td>
</tr>
<tr>
<td>Returned Check or Reversed Credit Card</td>
<td>$20.00</td>
</tr>
<tr>
<td>Speedy Transcript Fee</td>
<td>$10.00</td>
</tr>
<tr>
<td>ID (Zip Card) Replacement</td>
<td>$10.00</td>
</tr>
</tbody>
</table>

**ALL FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE.**
Credit Course Refund Policy

Regulations Regarding Refunds: Registration does not automatically carry with it the right of a refund or reduction of indebtedness in cases of failure or inability to attend class or in cases of withdrawal. The student assumes the risk of all changes in business or personal affairs.

Fees Subject to Refund: Instructional and Nonresident Surcharge, General Fee, Technology Fee, Facilities Fee, Parking Permit Fee (only if permit is returned), Student Teaching Fee, Laboratory Breakage and Late Service Deposit, Residence Hall Fees (Note: These fees are subject to special refund policy.), Course Material Fees and Computing Fee.

Amount of Refund - Credit: Amount of refund is to be determined in accordance with the following regulations and subject to course instructor/adviser signature requirements contained in The University of Akron’s official withdrawal policy.

A full refund is available—

- if the University cancels the course;
- if the University does not permit the student to enroll or continue EXCEPT FOR DISCIPLINARY REASONS. NO REFUND WILL BE GRANTED TO A STUDENT DISMISSED OR SUSPENDED FOR DISCIPLINARY REASONS;
- if the student dies before or during the term; is drafted into military service by the United States; is called to active duty; or if the student enlists in the National Guard or Reserve prior to the beginning of the term. Notice of induction or orders to active duty are required if the student is called to active duty. (A student who enlists voluntarily for active duty should see the following paragraph regarding partial refunds.)

A partial refund is available—

- if the student requests official withdrawal the following refund percentages apply:

<table>
<thead>
<tr>
<th>Refunds are based on length of course.</th>
<th>Refunded Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Between Day 8 – 14 of class or completed 13.333% of course</td>
<td>70%</td>
</tr>
<tr>
<td>Between Day 15 – 21 of class or completed or 20.00% of course</td>
<td>50%</td>
</tr>
<tr>
<td>Between Day 22 – 28 of class or completed 26.667% of course</td>
<td>30%</td>
</tr>
<tr>
<td>Between Day 29 – 35 of class or completed 33.333% of course</td>
<td>20%</td>
</tr>
<tr>
<td>Day 36 or thereafter</td>
<td>0%</td>
</tr>
</tbody>
</table>

General Information: Refunds for course sections are based on class length. The courses which have not been scheduled consistent with either the standard 15-week fall/spring/summer semester will also be handled on a pro rata basis according to the number of days of the section (class, institute, or workshop) which have passed prior to official withdrawal compared to the number of days said section has been scheduled to meet. If a drop occurs on class day, it is counted as a day attended for the purpose of a refund. The wash calculation depends on many factors, which change as a student continues to adjust his or her schedule.

Refunds will be determined as of the date of formal withdrawal unless proof is submitted that circumstances beyond control of the student (e.g. hospital confinement) prevented the filing of the official withdrawal earlier, in which case the refund will be determined as of the date of said circumstance. The student assumes responsibility for filing for a refund.
Refunds will be mailed as soon as possible. Refund checks are subject to deduction for any amount owed to The University of Akron by the student.

There may or may not be a balanced returned to you depending upon the status of your account. Depending on the withdrawal date and the refund due, if any, you may still owe funds under the Installment Payment Plan (IPP). If you have any questions about your IPP account, please call (330) 972-5100.

No refund will be granted to a student dismissed or suspended for disciplinary reasons. The University reserves the right to cancel a course for insufficient enrollment. If a student is enrolled in a class that has been canceled, the University will provide a full refund to the student as soon as possible.

**Wash Period:** A wash period is when a student would be permitted to drop a class and add a class (after the 100% refund period) during the same term or session and not be assessed the prorated amount for the class that was dropped. The class added must be of equal or greater value than the class dropped. The University of Akron will allow a class wash during the refund period only. A class must be added after the session/term start date and the drop must occur during the refund period of that class for a wash.

**Financial Aid Refund Policy**

This policy is used to determine the amount of federal student aid that must be returned to the appropriate aid programs and should not be confused with the published university refund policy.

When a student withdraws from all classes on/or after the first day of classes and the student has received financial aid, the following refund policy will apply:

The refund/payment policy is a pro-ration of earned versus unearned financial aid. The earned financial aid percentage is determined by taking days attended in the period by total days in the period. (Example: student withdraws the 5th day of the semester which has 110 days in its period. \( \frac{5}{110} = 5\%\) earned). Subtracting earned aid from aid that was awarded and disbursed equals the amount of unearned aid that must be returned. The responsibility to repay unearned aid is shared by the institution and the student in proportion to the aid each is assumed to possess. The federal formula is applicable to all students who received Title IV federal aid and withdraws on or before the 60% point in the semester.

Under the refund/repayment policy, the programs are reimbursed in the following order: Unsubsidized Stafford Loan, Subsidized Stafford Loan, Federal Perkins Loan, PLUS Loan, Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, (State Grant if LEAP funded). If State Grant is not LEAP funded, it is refunded based on the institution’s refund policy.

Please inquire in the Office of Student Financial Aid for more information on our refund policy or if you would like to review examples.
IV. FINANCIAL AID

Financial aid is provided through loans, scholarships, graduate assistantships, and work. Some programs are based on financial need, others on academic accomplishments, and some on a combination of both.

Information pertaining to Financial Aid, Check Disbursement, Installment and Fee Payment is available at [www.uakron.edu/finaid](http://www.uakron.edu/finaid) and at the following locations:

**Office of Student Financial Aid:**
The University of Akron  
Office of Student Financial Aid  
Hezzelton E. Simmons Hall  
Akron, OH 44325-6211  
(330) 972-7032 or (800) 621-3847

**Check Disbursement Information:**
The University of Akron  
Accounts Receivables Office  
Hezzelton E. Simmons Hall  
Akron, OH 44325-6215  
(330) 972-7218

**Installment Payment Plan Office:**
The University of Akron  
Installment Payment Plan Office  
Hezzelton E. Simmons Hall  
Akron, OH 44325-6215  
(330) 972-5100

**Fee Payment:**
The University of Akron  
Cashier’s Office  
Hezzelton E. Simmons Hall  
Akron, OH 44325-6209  
(330) 972-7214

In addition, the following financial aid topics are addressed at the School of Law’s web site at [www.uakron.edu/law/f_aid.htm](http://www.uakron.edu/law/f_aid.htm):

- Enrollment Policy  
- External Scholarships  
- Federal Stafford Loans  
- Graduate Assistantships  
- How to Apply for Aid  
- Installment Payment Plan  
- Law Access and Law Loans  
- Law Clerk Positions  
- Links to Lenders  
- Links to Online Applications  
- Loans  
- Non-resident/Resident Status  
- Non-resident Tuition Charges  
- Outside Employment  
- Research Assistants  
- Satisfactory Academic Progress  
- Scholarships  
- Scholarships and Loans  
- Short-Term Emergency Loans  
- Tuition
V. SCHOLARSHIPS

Admitted law students are automatically considered for merit scholarships. No application is required. Every effort is made to distribute scholarship funds among as many deserving students as possible.

Upper division students may apply for scholarships (merit based, need-based, and those offered by external organizations) each spring for the following academic year.

Scholarship inquiries and applications may be directed to:

Lauri S. File  
Assistant Dean for Law Admissions and Financial Aid  
The University of Akron  
School of Law  
Akron, OH 44325-2901  
Phone: 1-800-4-AKRON-U or 1-330-972-6367  
E-mail: lauri@uakron.edu

SCHOLARSHIPS & DESCRIPTIONS

Listed below are scholarships based on academic achievement and/or financial need. Scholarship applications for continuing law students are available in the Dean’s Office beginning in April each year.

Edward I. Abramson Scholarship

This scholarship fund was established in 1982 by Edward I. Abramson ('33) to provide assistance to deserving and qualified students, preferably of the Jewish faith, who are attending or wish to attend The University of Akron School of Law. Upon Mr. Abramson’s death in 2000, this scholarship was permanently endowed through his estate.

Akron Bar Association Foundation Scholarship

The Akron Bar Association Foundation provides scholarships and interest-free loans to entering and continuing law school students based on academic merit, need, and character. First preference in awarding the scholarships is given to Summit County, Ohio residents.

Judge Randolph Baxter Scholarship

This scholarship was established in honor of Judge Randolph Baxter ('74) of the U.S. Bankruptcy Court, Northern District of Ohio. The award will be made to law students who have demonstrated substantial academic achievement.

Black Law Students Association (BLSA) Scholarship Fund

Established in 1995 to honor Isaac C. Hunt, Jr. upon his retirement as Dean of The University of Akron School of Law, this scholarship provides assistance to a selected member of BLSA who has demonstrated leadership and academic excellence.

Board of Trustees Scholarship

Funded by The University of Akron, this scholarship is based on academic merit and/or need. The Board of Trustees scholarships are awarded to entering and continuing law students.
The Evan B. Brewster Book and Scholarship Fund

Established by Evan B. Brewster in 1978, this book scholarship and academic scholarship is awarded annually upon recommendation of the Dean of the School of Law.

The Evan B. Brewster School of Law Scholarship Fund

Established in 1981, the Attorney Evan B. Brewster Scholarship is awarded annually to deserving law students as recommended by the Dean of the School of Law.

Briner, Catanzarite & Rakas School of Law Taxation Scholarship

This scholarship, established in 1978, is awarded annually on the basis of merit to the outstanding graduate from the finance or accounting department of The University of Akron College of Business Administration who applies and is admitted to the School of Law. This award is based on recommendations submitted by the Dean of the College of Business Administration.

The Honorable Mary Cacioppo Scholarship

The Honorable Mary Cacioppo ('45) was saluted at her retirement in 1993 as Ninth District Court of Appeals Judge, by her friends with the establishment of The Honorable Mary Cacioppo Scholarship. The purpose of The Honorable Mary Cacioppo Scholarship is to provide an annual monetary award to a law student based on merit.

The Honorable Leroy J. Contie, Jr. Scholarship

In 2000, friends of Judge Leroy J. Contie, Jr. established The Honorable Leroy J. Contie, Jr. Scholarship Fund in celebration of his 80th birthday and in honor of his retirement from the Sixth Circuit, U.S. Court of Appeals. The scholarship is awarded to second and third year law students who most exemplify the characteristics and qualities that distinguished Judge Contie. Students must submit an essay to be considered for this scholarship.

Corporate Law Scholarship

Established in 1994 by Joseph E. Reece ('87), this endowed scholarship is awarded annually to a student with a demonstrated interest in corporate finance or securities law. Recipients will be selected on the basis of both merit and need, which will be given equal weight.

Dean’s Club Endowment Fund

Established in 1981 under the leadership of Interim Dean Albert S. Rakas and Dean Donald M. Jenkins ('63), this scholarship helps recruit and retain outstanding students who foster and sustain standards of excellence. Akron Law Review Editorial Board stipends are also supported by this scholarship fund.

Robert E. Donovan Scholarship Fund

This scholarship was established in 1996 in memory of Robert E. Donovan by family and friends as a legacy of Mr. Donovan’s belief in the value of education. The fund provides at least one undergraduate and one graduate scholarship award annually to women pursuing degrees in engineering, law or business based on merit and need.
**Judge James G. France Memorial Scholarship**

Established in 1979 by Mrs. Ethelnore S. France and friends in memory of Professor Emeritus James G. France, this scholarship is awarded to full-time law students of demonstrated scholarship and need, as determined by the Dean of the School of Law.

**Gilbert Book Scholarship Fund**

Edward L. Gilbert ('76) endowed the Gilbert Book Scholarship Fund. The Gilbert Scholarship Fund provides an annual book scholarship to a full-time, first or second year member of BLSA. The selection will be made by the Dean based on the recommendation of the Scholarship Committee.

**Judge Oscar A. Hunsicker Scholarship Fund**

Established as a class gift in 1981 in honor of Judge Oscar A. Hunsicker, Dean of the Akron Law School from 1941 to 1959, this scholarship is determined by a committee composed of the president of the Student Bar Association, editor of the Akron Law Review, and the leader of one other law student organization selected by the Dean of the School of Law each year. Since it was established, many members of the Hunsicker family have made substantial contributions to this fund.

**Donald M. Jenkins Book Scholarship Fund**

In honor of retired School of Law Dean Donald M. Jenkins ('64), a member of the Class of 1984 established The Donald M. Jenkins Book Scholarship Fund. This fund will provide an annual book award to a military veteran attending The University of Akron School of Law.

**Harley and Carol Kastner Fund**

Established by Harley ('75) and Carol Kastner, the endowed scholarship is awarded in honor of Francis and Dorothy Kastner and given annually to a student selected by the Scholarship Committee. Both merit and need will be considered in making the award.

**Bruce D. Kelley Endowed Scholarship**

This scholarship was established in memory of Bruce David Kelley ('92) beloved son of Carolyn Kelley and David Kelley and brother of Lori Kelley. The Bruce D. Kelley Endowed Scholarship Fund provides an annual academic scholarship based on merit and demonstrated financial need. It is awarded to a law student employed full-time and attending evening classes at The University of Akron School of Law.

**Matthew 25:31-46 Scholarship Fund**

This endowed scholarship fund, established in 1981, provides assistance for nuns recognized by the Roman Catholic Church who are enrolled in the School of Law and preparing for service as poverty lawyers. Selection of the recipients and amount of financial assistance is determined by the Dean of the School of Law.

**Craig M. McCarthy, Esquire Memorial Scholarship**

This scholarship was established in memory of Craig M. McCarthy ('98) by Timothy & Christine McCarthy, Kelly McCarthy Wallick, Jeffrey Timmons, and other family and friends. The purpose of this scholarship fund is to provide an annual academic scholarship in the area of public interest law to a law student at The University of Akron School of Law. Preference in awarding the scholarship is based on merit, demonstrated financial need, and a short personal statement that conveys why the student is interested in pursuing a career in public interest law.
Beatrice and C. Blake McDowell, Jr. Endowed Fund

Established in 1998 through the estate of C. Blake McDowell, Jr. with a magnanimous gift, this fund supports distinguished professorships and academic scholarships for the School of Law. The professorships and scholarships are for the purpose of honoring academic excellence and to recruit and retain the very best and brightest students and professors of The University of Akron School of Law.

Kerry Migdal Memorial Scholarship

This scholarship was established in May, 1987 in fond memory of Kerry A. Migdal who, at his death, was a first-year, second semester day student. The fund’s purpose is to express the loss brought about by his death and perpetuate his most enduring qualities – humor and compassion.

Ava Marie Miller Memorial Scholarship

This scholarship was established in memory of Ava Marie Miller, daughter of Terri L. and Scott M. Miller, and sister of Matthew R. and Todd M. Miller. The purpose of the Ava Marie Miller Memorial Scholarship Fund is to provide an annual scholarship to a first-year, second semester full-time law student. Academic merit and financial need will be considered along with preference given to someone who exemplifies Ava Marie Miller’s most enduring qualities – compassion, humor, friendship and faith.

W. Paul and Thora J. Mills Memorial Scholarship

The W. Paul (’30) and Thora J. Mills Scholarship Fund was established in 2004 through the generosity of The W. Paul and Thora J. Mills Foundation. This scholarship will be awarded to a day or evening law student based on academic merit and financial need.

Morrison Family Foundation Scholarship Fund

Jack Morrison, Jr., (’81) and his wife Victoria Lynn Morrison established the Morrison Family Foundation Scholarship Fund in 2000. The purpose of this fund is to provide an annual monetary award to a day or evening student selected by the Dean of the School of Law who has demonstrated academic achievement.

Judge and Mrs. W.E. Pardee Memorial Scholarship

Established in 1965 in memory of Judge and Mrs. W.E. Pardee, this endowed scholarship fund provides awards to law students in the day program based on academic merit at The University of Akron School of Law.

The William C. Pepple Scholarship

The purpose of this merit scholarship is to attract and retain top flight students. Individuals whose entering law school or upper division scholarship application embodies a demonstrated passion for public sector work will be considered most favorably.

Darleen Phipps Memorial Scholarship Fund

The Darleen Phipps Memorial Scholarship Fund was established in 2001. The purpose of this scholarship fund is to provide an award to a third or fourth year evening law student pursuing a career in intellectual property law. Preference will be given to students who have achieved a minimum grade point average of 3.0 during the previous academic year.
Harley John Queen Scholarship Fund

Established as a trust fund by the late Harley John Queen of Akron in 1982 and as an endowed scholarship in 1986, this fund generates earnings to be used annually to provide scholarships to deserving law students as determined by the Dean of the School of Law.

Professor Emeritus Albert S. Rakas Scholarship

The Professor Emeritus Albert S. Rakas Scholarship was established in 1989 by Margaret Rakas and friends in memory of her husband, Albert S. Rakas. Albert Rakas served as Interim Dean of the School of Law from 1979-1981. The Scholarship is awarded to an evening law student who demonstrates financial need, as determined by the Dean of the School of Law.

Anthony A. & Josephine T. Roberto Scholarship

Established in 2003 by Carmen V. Roberto ('73) in honor of his parents, the purpose of this scholarship is to provide a merit-based scholarship to an out-of-state day or evening student.

Judge and Mrs. Charles Sacks Scholarship

This scholarship was established in academic year 1969-1970 in honor of Judge and Mrs. Charles Sacks by their children. Income from the fund is used to provide scholarships to deserving students in the School of Law. Recipients of the scholarship are selected by the Dean of the School of Law.

Oscar Smith Endowment Fund

Under terms of the will of Oscar Smith of Akron, an endowment fund was established in 1963 in support of the School of Law. Earnings are used at the discretion of the Dean for scholarship awards to law students based on academic merit and/or need.

Fully R. Spain, Jr. Memorial Fund

Established in 1980 by family and friends in loving memory of Fully R. Spain, Jr. ('73), this endowed scholarship is awarded annually to law students as determined by the Dean of the School of Law.

Thomas E. Stocker Memorial Scholarship

This scholarship was endowed in 1991 in memory of Thomas E. Stocker ('79) by his parents, Homer E. and Doris V. Stocker, fellow alumni and friends. A scholarship is awarded annually to a law student from Stark County, Ohio, with special consideration given to graduates of Glen-Oak High School. Law students with a public service background or with interests in pursuing a public service career are given special consideration.

Joseph Thomas Memorial Scholarship

This endowed scholarship was established in 1976 by the Firestone Foundation in memory of the late University Trustee Emeritus Joseph Thomas, Esq., founder and for many years executive director of the Foundation. This scholarship provides assistance for financially deserving law students of high academic potential and achievement.
Anna M. Pfeifle Victor and Henry P. Victor Memorial Scholarship

This scholarship was established by retired Ninth District Court of Appeals Judge William H. Victor in memory of his mother, Anna M. Pfeifle Victor, and his father, Henry P. Victor. This scholarship is awarded to a law student or students based on either need, academic merit or both as determined by the Dean’s Office.

Judge Harold and Jeannette White Scholarship

Funded originally by income from seminars in bankruptcy law prepared or presented by Judge Harold White and has been supplemented since 1994 by annual contributions from Harold and Jeannette White. These scholarships are available to upper-class law students, whose overall grade-point average places them in the top one-third of their class. An interest in Commercial Law is preferred.

Honorable James R. & Catherine D. Williams Scholarship

The purpose of this scholarship is to reward academic achievement and a history of leadership at the School of Law or in the community by upper division law students who are members of the Black Law Student Association (BLSA). Day and evening students are eligible to apply. Law students with financial need as determined by the Estimated Family Contribution (EFC) number will receive favorable consideration.
The School of Law structures its academic program to comply with the requirements of both the American Bar Association and the Association of American Law Schools. This Student Handbook should be interpreted so as to comply with those standards.

The School of Law offers two programs leading to the degree of juris doctor (J.D.). The curriculum for a full-time (day) student is designed so that the degree may be earned in three academic years consisting of six semesters. Attendance at the summer session is optional. All students must enroll in all required courses pursuant to the program of the School of Law. (See Tracks) First year full-time (day) students may not deviate from the required curriculum.

The curriculum for the part-time (evening) student is designed so that the degree of juris doctor may be earned in four academic years consisting of eight semesters and one summer. The summer is an integral part of the part-time (evening) program. All students must enroll in all required courses pursuant to the program of the School of Law. (See Tracks) First and second year part-time (evening) students may not deviate from the required curriculum.

In accordance with the accreditation requirements of the American Bar Association, the faculty has determined that no full-time (day) student shall be eligible to receive the J.D. degree more than five (5) years from the date of first enrollment in the School of Law, and no part-time (evening) student shall be eligible to receive the J.D. degree more than six (6) years from the date of first enrollment in the School of Law, except in unusual cases (effective with the Fall 1985 entering class).

Other than in certain exceptional cases, the full-time (day) student is not permitted to take required part-time (evening) classes; likewise, a part-time (evening) student is not permitted to enroll in required day classes without the written permission of the Associate Dean. All students registering for required courses, must register for the same section (e.g. 001, 002, 003, 800) for the Spring semester as they were registered for during the Fall semester.

A beginning student is admitted to the fall semester only and is subject to the degree requirements in effect upon admission.

In some instances, a student may elect to graduate one semester early provided that the student has met all of the degree requirements, and has achieved at least a 2.70 accumulative grade point average. (See Early Completion Requirements) Failure to achieve the 2.70 accumulative grade point average will defer graduation to the following May. However, the student will not be required to take a full load for the spring semester providing all credit hour requirements are met by the end of the fall semester. That student will be required to take at least 3 credits in the spring semester.

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.

Eighty-eight (88) credit hours are required for the completion of the credit requirement for the J.D. degree. The course of study includes 44 credit hours of required courses that must be completed in the order offered by the School of Law. This core curriculum establishes the essential framework for subsequent legal study. 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.
### Required Course Curriculum Full-Time (Day) Program

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<thead>
<tr>
<th>FIRST YEAR</th>
<th>COURSE TITLE</th>
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<tr>
<td>Fall &amp; Spring Semesters</td>
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<tr>
<td>9200:601 &amp; 602</td>
<td>Civil Procedure I &amp; II</td>
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<tr>
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<td>Contracts I &amp; II</td>
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<tr>
<td>9200:607</td>
<td>Criminal Law</td>
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<tr>
<td>9200:609</td>
<td>Intro. Law &amp; Legal Systems</td>
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<tr>
<td>9200:614 &amp; 615</td>
<td>Property I &amp; II</td>
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<tr>
<td>9200:616 &amp; 617</td>
<td>Torts I &amp; II</td>
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<td>9200:619</td>
<td>LARW I</td>
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<td>9200:620</td>
<td>LARW II</td>
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<tr>
<td>9200:608</td>
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<td>Spring Semester</td>
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<td>9200:604</td>
<td>Constitutional Law II</td>
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<tr>
<td>9200:612</td>
<td>Professional Responsibility</td>
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</table>

### ADDITIONAL REQUIREMENTS

- 9200:610 General Writing Requirement 0
- 9200:618 Advanced Legal Research 1
- 9200:688 Legal Drafting 1

*The full-time (day) student is required to complete 12-16 credit hours per semester.*
### Required Course Curriculum Part-Time (Evening) Program

<table>
<thead>
<tr>
<th></th>
<th>COURSE TITLE</th>
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<td>Summer Semester</td>
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<td>Property I &amp; II</td>
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<tr>
<td><strong>SECOND YEAR</strong></td>
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<tr>
<td>Fall &amp; Spring Semesters</td>
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<td><strong>ADDITIONAL</strong></td>
<td><strong>REQUIREMENTS</strong></td>
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</tr>
<tr>
<td>9200:688</td>
<td>Legal Drafting</td>
<td>1</td>
</tr>
</tbody>
</table>

*The part-time (evening) student is required to complete 8-10 credit hours per semester and 5 credit hours during the required summer session.*
Auditing Classes

Current law students are permitted to audit elective courses only with prior written permission from the Associate or Assistant Dean of law student services and only if the professor of the course permits it. An audited class does NOT count towards graduation and full tuition/fees must be paid to allow a student to “sit in” on a class. A member of the bar or a law school graduate who is not yet a member of the Bar may, with the written permission from the Associate or Assistant Dean of law student services, enroll for a course without credit. The auditor is required to do all of the work prescribed for the regular student enrolled for credit except taking examinations. The fee for the auditor is the same as for a regular student. Students may NOT register for audited courses via web registration. They must complete the Schedule Change Request form in the Law Dean’s office and obtain the proper signatures. The auditor must deliver the request form to the University Registrar’s office for processing and fee payment.

Credit/Non-Credit Courses

Law classes may not be completed for a credit/non-credit grade nor can it be requested as such unless that course specifically allows for this grading option in the course description.

Maximum Credits Earned in Non-Graded Courses

A student may take a maximum of 12 credit hours toward graduation in the courses Clinical Seminar, Advocacy Teams, and Law Review, unless subject to other restrictions on course load that are triggered by a low grade point average.

The Writing Program

In recognition of the pivotal importance of written and oral communication, the School of Law has developed an intensive writing program. The writing program integrates research and writing in a client-based, problem-solving structure. Students have a law librarian research mentor and a small group professor. Both expository and persuasive writing skills are emphasized.

General Writing Requirement (GWR)

The General Writing Requirement (GWR), 9200:610, is a 0 credit hour paper course which must be fulfilled in conjunction with another elective course. Electives are offered each semester in which the GWR can be satisfied. This will vary from semester to semester. See your schedule for elective classes that are marked as offering the GWR.

A student wishing to satisfy GWR must register for two separate courses:

1. The elective course
   --AND--
2. 9200:610 GWR

If, for example, a student registers for 9200:650 Labor Law and Collective Bargaining and the appropriate 9200:610 GWR, the instructor will assign a letter grade for Labor Law and a credit/non-credit grade for GWR. Both the letter grade and the credit/non-credit grade will appear on the transcript.

FAILURE TO REGISTER FOR BOTH THE ELECTIVE COURSE AND THE APPROPRIATE GENERAL WRITING REQUIREMENT COURSE WILL RESULT IN NOT MEETING THE GRADUATION REQUIREMENT OF 9200:610 GWR.
A student MUST fulfill the General Writing Requirement by one of the following:

1. Participation in Law Review;
2. Participation in Appellate Review, through clinical seminar or as a staff member, upon certification by the responsible faculty member that the student has engaged in extensive research and has produced a substantial legal writing;
3. Completion of a law school seminar where a research paper is required, upon certification by the responsible faculty member that the student has engaged in extensive research and has produced a substantial legal writing;
4. Completion of a substantial legal writing, submitted in satisfaction of the requirements of law school credit course (such as Appellate Advocacy 9200:689) and certified by the law faculty member in charge; or
5. Completion of a substantial legal writing submitted in satisfaction of the requirements of Individual Studies and Research (9200:698) and certified by the law faculty member serving as advisor to the independent research. This option must be approved in writing, in advance, by the Associate Dean. Applications are available from the law school receptionist.

The GWR information packet is available from the law school receptionist.

**Individual Studies and Research (ISR)**

The purpose of this course is to stimulate independent research of 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 total of six (6) credit hours and may be used to satisfy the GWR. This course may be taken only with the permission of the Associate Dean.

ISR information and application packets are available from the law school receptionist.

**Certificate Programs**

The School of Law offers students the opportunity to specialize in either Intellectual Property Law or Litigation and to receive a certificate denoting successful completion of their requirements. Students must be admitted into the program by an advisor and Associate Dean, must maintain a 3.0 average in all certificate courses, and must work closely with a faculty member. Applications and descriptions of the programs are available in the Dean’s Office and from the law school receptionist.

**Joint Degree Programs**

The School of Law and College of Business Administration offer a Juris Doctor/Master in Business Administration (JD/MBA), a Juris Doctor/Master of Taxation (JD/MTax) degree, and a Juris Doctor/Master in Business Administration-Human Resources Management (JD/MBA-HR). In order to pursue the JD/MBA or the JD/MTax programs, 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.

The School of Law and Department of Public Administration offer a Juris Doctor/Master in Public Administration (JD/MPA) degree. Students interested in the JD/MPA degree must apply to and be accepted by the School of Law, the Graduate School, and the Department of Public Administration. The LSAT may be substituted for the GRE.
The total amount of time required to complete a joint degree program is less than the time required to complete both programs independently since certain courses in one college fulfill course requirements in the other college.

Individuals with baccalaureate degrees in any field of study are eligible to apply for a joint program.

Information and application packets describing the joint degree programs are available from the School of Law, the College of Business Administration, and the Department of Public Administration.

**Academic Tracks**

The academic program is designed to allow the student to use electives to plan a course of study that is best designed to further the professional interests of that individual student. By selecting certain combinations of electives the student can pursue a general studies approach to legal education or choose to pursue clusters of courses in the areas of business, litigation, or taxation. The courses in those areas are offered sequentially throughout the student’s three or four years at the School of Law during a specified semester in order to facilitate scheduling. This scheduling device is known as a track, with a separate track existing for business, litigation, and taxation. Each track incorporates required and Ohio bar courses. The tracks are only a scheduling device for the convenience of the student. The student is free to choose courses from any area of the curriculum without reference to the tracks; free to pursue any track; or free to take some but not all courses in a given track. These tracks include many of the applicable courses. However, there are frequently other courses available to students that also match the interest the track covers. See the Tracks in Appendix A and pay close attention to the footnotes that name some of those other courses you might want to consider taking. The courses in a track will be offered subject to adequate student enrollment.

**Law Courses in Alphabetical Order (Descriptions follow this section)**

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Course #</th>
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<tbody>
<tr>
<td>Accounting &amp; Finance for Lawyers</td>
<td>621</td>
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<tr>
<td>Administration of Criminal Justice</td>
<td>622</td>
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<tr>
<td>Administrative Law</td>
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<td>Admiralty</td>
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<td>Advanced Legal Research</td>
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<td>Advocacy Teams (Fall Semester)</td>
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<td>Advocacy Teams (Spring Semester)</td>
<td>694</td>
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<tr>
<td>Air &amp; Space Law</td>
<td>624</td>
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<td>Alternative Dispute Resolution</td>
<td>642</td>
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<td>Antitrust Law</td>
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<tr>
<td>Appellate Advocacy</td>
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<tr>
<td>Bankruptcy Law</td>
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<td>Basic Business Associations</td>
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<td>Civil Procedure I</td>
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<td>Clinical Seminar I</td>
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<tr>
<td>Clinical Seminar II</td>
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<td>Commercial Paper, Sales &amp; Lease Transactions</td>
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<td>Comparative Intellectual Property Law</td>
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<td>Course Title</td>
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<td>Computer Law</td>
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<td>Conflict of Laws</td>
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<td>Constitutional Law I</td>
<td>603</td>
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<td>Contracts I</td>
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<td>Corporations</td>
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<td>Criminal Law</td>
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<tr>
<td>Current Policy Issues Affecting Intellectual Property Law</td>
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<td>Cyberlaw</td>
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<td>Employment Discrimination</td>
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<td>Employment Law</td>
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<td>English Legal Systems</td>
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<td>Entertainment Law</td>
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<td>Environmental Law</td>
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<td>Estate &amp; Gift Taxation (cross-listed with CBA)</td>
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<td>Evidence</td>
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<td>Expert Evidence</td>
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<td>Family Law</td>
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<td>Federal Jurisdiction &amp; Procedure</td>
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<td>Individual Studies &amp; Research</td>
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<td>Intellectual Property Law Remedies</td>
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<td>International Investments: Foreign Investment Regulation, Technology, Transfer, and Dispute Settlement</td>
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<td>International Law</td>
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<td>Introduction to Intellectual Property</td>
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<td>Introduction to Law &amp; Legal Systems</td>
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<td>Labor Law &amp; Collective Bargaining</td>
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<td>Land Use Planning</td>
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<td>Law &amp; Psychiatry</td>
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<tr>
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<td>Legal Drafting</td>
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Law Course Descriptions (9200)

♦ 601/602 Civil Procedure I & II (6 credits) REQUIRED
   Personal and subject matter jurisdiction; venue; ascertaining the applicable law; rulemaking; pleading; motions; joinder of claims and parties; discovery; pretrial; trial; judgments; appellate review; res judicata and collateral estoppel.

♦ 603 Constitutional Law I (3 credits) REQUIRED
   Prerequisite: None. Governmental authority and its distribution under the Constitution with an introduction to individual rights and liberties.

♦ 604 Constitutional Law II (3 credits) REQUIRED
   Prerequisites: 603. Continuation of 603. Rights, privileges, and immunities under the Constitution.

♦ 605/606 Contracts I & II (5 credits) REQUIRED

♦ 607 Criminal Law (3 credits) REQUIRED
   Prerequisite: None. Nature and source of criminal liability studied in light of modern developments. The act. Mental conditions requisite to criminal responsibility. Specific crimes and defenses thereto.

♦ 608 Evidence (3 credits) REQUIRED
   Prerequisite: None. Covers basic evidence law with emphasis on the Federal Rules of Evidence and state rules patterned thereon.
♦ 609 Introduction to Law & Legal Systems (1 credit)  
Prerequisite: None. Orient the beginning law student to the study of law, the United States legal system, and law in a broad context. Provides students with a framework within which to understand the basic premises of our system of law, both substantive and procedural, and the ways in which law is made, developed and applied, as well as the choices inherent in formulating law and a legal system.

♦ 610 General Writing Requirement (0 credit)  
(ctr/credit/non-credit)  
Prerequisite: None. The General Writing Requirement is a 0 credit hour course required for graduation. This course may be repeated. Students must follow the rules and guidelines as outlined in the “General Writing Requirement (“GWR”) Standards Requirements” available in the Dean’s Office.

♦ 611 Entertainment Law (3 credits)  
Elective  
Prerequisite: None. Covers the law and business of the entertainment industries. It also examines recent national and international developments and trends in the entertainment industries.

♦ 612 Professional Responsibility (3 credits)  
REQUIRED  
Prerequisite: None. Legal profession as an institution. Responsibilities of lawyers. Duties and privileges. Professional qualifications.

♦ 614/615 Property I & II (5 credits)  
REQUIRED  
Possession, means by which title may be obtained; fixtures; emblements; estates in land; concurrent ownership; the deed; the mortgage; the land contract. History of land law. Statute of Frauds recording; title registration; covenants for title; adverse possession; landlord-tenant relationship; legislation restricting land use; easements; licenses; private restrictions; water rights.

♦ 616/617 Torts I & II (5 credits)  
REQUIRED  
Survey of basic tort law and its function; allocating cost of unintentionally caused harm by negligence or strict liability; intentional wrongs; dignitary wrongs.

♦ 618 Advanced Legal Research (1 credit)  
REQUIRED  
Prerequisites: 619 and 620. The purpose of this course is to further develop the legal research skills of law students beyond basic legal research to prepare them for the practice of law, by covering legal research materials in greater depth and by introducing students to specialized legal sources.

♦ 619/620 Legal Analysis, Research & Writing I & II (5 credits)  
REQUIRED  
Introduction to the basic skills in legal research, particularly case law, statutes, and secondary authority; development of skills in legal analysis and writing through expository writing (research memoranda) and persuasive writing and oral advocacy (motions and appellate briefing and argument).
♦ 621 Accounting & Finance for Lawyers (3 credits)         Elective

This course is designed for students who have no accounting background to serve as an introduction to accounting (and, to a lesser extent, finance) from a lawyer’s perspective. The course may also be of help with business and tax related courses you may decide to take in law school. Because of the introductory nature of the course, it is not recommended for students who have earned more than six semester hours of credit, or its equivalent, for undergraduate accounting courses.

♦ 622 Administration of Criminal Justice (3 credits)       Elective

Prerequisite: None. Administration of criminal justice relating processes of criminal law to objectives of criminal correction. Effects of federal constitutional provisions on criminal procedure.

♦ 623 Administrative Law (3 credits)                      Elective

Prerequisite: None. An examination of the role and operation of government agencies, including the procedures agencies are required to follow, public participation and hearing requirements, and the standards and mechanisms governing judicial review of agency decisions.

♦ 624 Air and Space Law (3 credits)                       Elective

Prerequisite: None. Law of modern air transportation in international and domestic flight and the area of outer space.

♦ 625 Antitrust Law (3 credits)                           Elective

Prerequisite: None. Fundamentals of antitrust; questions of evidence in price fixing and boycotts under the Sherman Act, resale restrictions and tie-ins, scope of antitrust law and certain exemptions.

♦ 626 Basic Business Associations (3 credits)             Elective


♦ 627 Commercial Paper, Sales & Lease Transactions (3 credits)    Elective

Prerequisite: 629. The Law of Negotiable Instruments and Bank Collections under Articles 3 and 4 of the Uniform Commercial Code, the law of sales under Article 2, and UCITA.

♦ 628 Seminar In Pretrial Advocacy (3 credits)             Elective

Prerequisite: 602. A practical course designed to simulate all of the necessary steps leading to trial, beginning with the client interview and up to and including the final pretrial statement.

♦ 629 Secured Transactions (3 credits)                     Elective

Prerequisite: None. The Law of Secured Transactions under Articles 9 of the Uniform Commercial Code. Includes an examination of the impact of the federal bankruptcy law and the Federal Tax Lien Act on Article 9 security interests.
♦ 630 Admiralty (3 credits)  Elective

Prerequisite: None. History and jurisdiction of and practice in admiralty; carriage of goods by water and combined transport, collision, salvage and insurance; claims and personal injury and death claims, maritime lien.

♦ 631 Conflict of Laws (3 credits)  Elective

Prerequisite: None. Problems of application of private law in jural relations containing one or more foreign law elements. Jurisdiction and enforcement of foreign judgments.

♦ 632 Sem: Education Law (3 credits)  Elective

Study of how the law & the public education systems interact.

♦ 633 Corporations (3 credits)  Elective

Prerequisite: None. An introduction to the law relating to the typical American enterprise. Principal emphasis is on financing, control, management and regulation of corporations, both publicly owned and closely held.

♦ 634 Law & Psychiatry (2-3 credits)  Elective

Exploration of intersections between psychiatry and mental illness and legal rules & procedures.

♦ 635 Bankruptcy Law (3 credits)  Elective


♦ 636 English Legal Systems (3 credits)  Elective

Prerequisite: None. Traces development of Common Law and Equity in early English courts through to the current sources of English Law. Examines the major legal institutions of English Law today and the roles and functions of the personnel of the English legal system.

♦ 637 Employment Discrimination (3 credits)  Elective

Prerequisite: None. Legal developments, primarily federal, affecting discrimination in employment.

♦ 638 Family Law (3 credits)  Elective

Prerequisite: None. Major areas of family law; theories that have influenced its development. Functions performed by various agencies which seek to effect a non-judicial settlement of domestic problems. Adoption.

♦ 639 Estate & Gift Taxation (3 credits)  Elective

Prerequisite: None. A survey of federal estate and gift taxation; relation between federal income tax and federal taxes on gratuitous transfers; the place of federal taxes in estate planning.
♦ 640 Individual Taxation (3 credits)  
**Elective**  
Prerequisite: None. Survey of federal income tax laws applicable to individuals.

♦ 641 Corporate Taxation I (3 credits)  
**Elective**  
Prerequisite: 640. Survey of federal income tax law applicable to corporations.

♦ 642 Alternative Dispute Resolution (2-3 credits)  
**Elective**  
Prerequisite: None. A survey of the alternatives to litigation available for resolving disputes.

♦ 643 Federal Jurisdiction and Procedure (3 credits)  
**Elective**  
Prerequisite: 602. Congress, the federal courts and the Constitution; appellate and collateral review; federal question, diversity and admiralty cases; sovereign immunity, abstention and enjoining state actions; choice of law; federal common law.

♦ 644 Sem: First Amendment Law (3 credits)  
**Elective**  
Prerequisite: None. An in-depth examination of selected issues concerning the speech, press and religion clauses of the First Amendment.

♦ 645 Sem: Non-Profit Tax Entities (3 credits)  
**Elective**  
Prerequisite: None. The study of the special taxation issues confronting non-profit organizations.

♦ 646 Health Law (1-3 credits)  
**Elective**  
Prerequisite: None. Ohio law of medical malpractice, bioethics and the law, regulatory and corporate issues in medicine.

♦ 647 Juvenile Law (3 credits)  
**Elective**  
Prerequisite: None. Study of laws relating to juveniles (neglect, dependency, and delinquency).

♦ 648 Insurance Law (3 credits)  
**Elective**  
Prerequisite: None. Legal principles of insurance of person and property, including insurable interest, measure of recovery, subrogation, rights of assignees and beneficiaries, warranty, concealment, representation and fraud. Adjustment of claims. Regulation.

♦ 649 International Law (3 credits)  
**Elective**  
Prerequisite: None. Nature and breadth of international law; its sources and subjects, and its relation to municipal law, to individuals and to international organizations.
♦ **650 Labor Law & Collective Bargaining (3 credits)**  
   Elective  
   Prerequisite: None. Representation procedures. Unfair labor practices of labor and management, strikes, picketing, boycotts, lockouts. Jurisdictional disputes. Law and practice of labor arbitration and collective bargaining, including a study of the grievance arbitration process pursuant to collective bargaining agreements.

♦ **651 Employment Law (3 credits)**  
   Elective  
   Prerequisite: None. Developments in employment law: legislation, regulations, judicial decisions, and changes in the social and economic structure of the workplace.

♦ **652 Land Use Planning (3 credits)**  
   Elective  
   Prerequisite: 615. Assumptions, doctrines and implications of planning law; zoning; legal and administrative problems involved in allocating and developing land located in metropolitan areas.

♦ **653 School Law (1-3 credits)**  
   Elective  
   Prerequisite: None. School governance; allowable discipline; constitutional constraints on restricting freedom of expression and privacy intrusions; tort liability for injuries on school property.

♦ **654 Sem: Feminist and Race Theory (3 credits)**  
   Elective  
   Prerequisite: None. Exploration of contemporary feminist legal theory and critical race theory. The common theme in all of the readings is: “What is equality and inequality?” Students will explore what equality might mean, how it can be achieved, why the country has failed to achieve it so far, why inequality exists, how it impacts people and what legal and non-legal solutions it might involve.

♦ **656 Law Review Staff (2 credits)**  
   (credit/non-credit)  
   Elective  
   Prerequisite: Completion of first year and invitation predicated upon scholarship or demonstrated writing skills. Preparation of note: analysis and criticism of recent cases; citation checking and critical review (“spading”) of notes or articles of others. May not be repeated. Total credits obtainable for courses designated Law Review 656, 657, and 658 not to exceed four (4) credit hours.

♦ **657 Law Review Senior Staff (2 credits)**  
   (credit/non-credit)  
   Elective  
   Prerequisite: 656. Preparation of a note publishable quality. May not be repeated. Total credits obtainable for courses designated Law Review 656, 657, and 658 not to exceed four (4) credit hours. A student who takes 657 cannot take 658.
♦ 658 Law Review Editorial Board (2 credits) Elective
(credit/non-credit)
Prerequisites: 656 and election to Law Review Editorial Board. Performance of significant and appropriate editorial duties. May not be repeated. Total credits obtainable for courses designated Law Review 656, 657, and 658 not to exceed four (4) credit hours. A student who takes 657 cannot take 658.

♦ 659 Negotiation (1-3 credits) Elective
Prerequisite: 602. The lawyer's role as negotiator in planning negotiations and determination of strategies to effect objects, weighing legal, economic, behavioristic, ethical and social factors that condition outcomes.

♦ 660 Seminar in Workers’ Compensation (1-3 credits) Elective
Prerequisite: None. Jurisdictional and procedural issues; scope of employer liability; defenses; specific remedies.

♦ 661 Environmental Law (3 credits) Elective
Prerequisite: None. An examination of major federal environmental statues and pollution control programs, common law remedies for environmental damage, and policy issues involved in decisions concerning the environment.

♦ 662 Media Law (3 credits) Elective
Prerequisite: None. Constitutional defamation, and commercial problems involved in the written and/or oral publication of news and entertainment features.

♦ 663 Legislative Process (3 credits) Elective
Prerequisite: None. Legislative process in the context of legislative organization, policy formulation, drafting, statutory construction, constitutional limitations on subject matter and form and judicial interpretation; illustrative drafting problems.

♦ 664 Local Government Law (3 credits) Elective

♦ 668 Remedies (3 credits) Elective
Prerequisite: None. Equitable remedies, unjust enrichment and restitution; remedies for injuries to tangible property, and economic, dignitary and personal interests including wrongful death. Disaffirmance and remedies for deception, duress, undue influence, hardship, unconscionability, mistake, breach of contract and nominally unenforceable transactions.
♦ 670 Seminar in Criminal Process (3 credits)     Elective

Prerequisite: 622. Intensive study of the criminal process including the decision to prosecute, grand jury, preliminary hearing, joinder and severance, discovery, plea bargaining, jury trials and double jeopardy.

♦ 671 Securities Regulation (3 credits)  Elective

Prerequisite: 633. State and federal law and rules of the Securities and Exchange Commission in issuance and trading of securities; legal and self-regulatory aspects of the securities industry.

♦ 672 Seminar in Business Planning (3 credits)   Elective

Prerequisite: 633 or permission of instructor. Advanced course using the problem approach in planning business transactions in light of applicable corporate, tax and securities law considerations.

♦ 674 International Commercial Law (3 credits)  Elective

Course focusing on the law relating to transboundary sale of goods and related arrangements. References are made to US domestic sales law (UCC Art 2, 5) from a comparative perspective. The course covers the basic sales contract, documentary letters of credit as a form of payment for goods; and international commercial arbitration.

♦ 675 Special Problems in Estate Planning (3 credits)  Elective

Prerequisites: 686; Recommended 639 and 640. Relevant tax and nontax problems in planning of estates and examination of dispositive devices in accomplishing the objectives of estate planning.

♦ 676 Seminar in International Trade: GATT, WTO, & Regional Integration (3 credits)  Elective

Prerequisite: None. Course covering governmental and inter-governmental regulation of international trade, as well as the institutional framework of regional economic integration associations. Specific topics include domestic and international policies and norms regarding imports and exports, anti-dumping, countervailing duties against foreign subsidies, unfair trade competition, import relief and retaliation. The North American Free Trade Agreement (NAFTA) is studied as an example of regional economic integration.

♦ 677 Real Estate Law (3 credits)  Elective

An in-depth study of the legal regimes affecting real estate transactions.

♦ 678 Seminar in Jurisprudence (3 credits)  Elective

Prerequisite: None. Examination and evaluation of principal theories of legal philosophy. Theories are frequently considered in connection with concrete problems and are evaluated in light of various goal values.

♦ 680 Qualified Pension and Profit Sharing Plans (3 credits)  Elective

♦ 681 Sports Law (3 credits)  
Elective
Prerequisite: None. The law affecting sports and players, including contract and liability issues, as well as administrative aspects.

♦ 683 Seminar in Product Liability (3 credits)  
Elective
Prerequisite: 617. Liability for defective products and developing legal theories and remedies. Examination of government regulation of dangerous and defective products.

♦ 684 Seminar in Selected Legal Problems (1-3 credits)  
Elective
May be repeated. Analysis of special or current legal problems offering opportunities for legal research, effective integration of legal and relevant nonlegal materials, and expository legal writing. Courses have included: Law & Psychiatry, Education Law, Mediation Skills, Disability Discrimination, Advanced Torts, and others.

♦ 685 Wills, Trusts, and Estates I (3 credits)  
Elective
Prerequisite: None. Intestate succession; execution, revocation and revalidation of wills; creation and termination of trusts; gifts to charity; will substitutes; future interests; power of appointment; class gifts.

♦ 686 Wills, Trusts, and Estates II (3 credits)  
Elective
Prerequisite: 685. Continuation of 685.

♦ 687 Expert Evidence (3 credits)  
Elective
Course designed to give the student extensive practice in solving difficult evidence problems involving the use of experts.

♦ 688 Legal Drafting (1 credit)  
REQUIRED
Prerequisites: 619, 620. Refinement of skills in written legal analysis through performance of drafting assignments, including preparation of a written exposition on a proposed solution to a drafting problem. Required course for all students.

♦ 689 Appellate Advocacy (1 credit)  
Elective
Prerequisite: 688. Development of skills in written legal analysis through performance of drafting assignments, including preparation of a written exposition on a proposed solution to a drafting problem.

♦ 690 Trial Advocacy I (3 credits)  
Elective
Prerequisite: 608. Fundamental techniques of trial preparation, direct examination, cross examination, introduction of exhibits, objections, opening statements and closing arguments.
♦ 691 International Investments: Foreign Investment Regulation, Technology, Transfer, and Dispute Settlement (3 credits)  Elective

Recommended: 649. Interaction of economics, politics and law on investments transcending national boundaries. Using the multinational corporation as the focal point of study, the seminar directs attention to the assumptions, risks, costs and benefits of foreign direct investment; national and international controls over multinational corporations; technology transfer; and the protection of foreign investment through agreements, treaties and adjudicatory processes. Arbitration and judicial settlement along with the associated jurisdictional problems and enforcement measures, are considered.

♦ 692 Trial Advocacy II (3 credits)  Elective

Prerequisite: 690. Preparation and actual trial of two civil cases and two criminal cases; jury selection; ethical and political considerations of trial advocacy.

♦ 693 Probate Practice (2 credits)  Elective

Prerequisites: 685, 686 or permission. Intestate and testamentary administration, including the probating of a will, presentment of claims, the inventory, settlement and distribution and will contests. The Ohio Probate Code will be the model.

♦ 694 Advocacy Teams (Spring Semester) (1-2 credits)  Elective

(credit/non-credit)

Prerequisite: None. Practice training in legal advocacy. Each person enrolled for credit will be required, at a minimum, to do substantial research on the problem and participate in practice rounds for oral presentations. The faculty advisor of the relevant team will decide whether the team participant will receive 1 or 2 credits, with final approval residing in the Director of Competitions. Total credits for courses Advocacy Teams (694 & 695) not to exceed four (4) credit hours.

♦ 695 Advocacy Teams (Fall Semester) (1-2 credits)  Elective

(credit/non-credit)

Prerequisite: None. Practice training in legal advocacy. Each person enrolled for credit will be required, at a minimum, to do substantial research on the problem and participate in practice rounds for oral presentations. The faculty advisor of the relevant team will decided whether the team will receive 1 or 2 credits, with final approval residing in the Director of Competitions. Total credits for courses Advocacy Teams (694 & 695) not to exceed four (4) credit hours.

♦ 696 Clinical Seminar I (2-3 credits)  Elective

(credit/non-credit)

Prerequisites: Successful completion of 28 credit hours and permission of Clinical coordinator. Application of legal knowledge to practical problems in supervised public law office contexts. May be taken independently of 697. Credit of 696, 697 not to exceed six (6) credits and may not be repeated.

♦ 697 Clinical Seminar II (2-3 credits)  Elective

(credit/non-credit)

Prerequisite: 696. Continuation of 696.
♦ 698 Individual Studies and Research (2-3 credits)  Elective

Prerequisite: Permission of Associate Dean. (May be repeated for a total of six credits.) With permission of Associate Dean, special problems, projects or research may be taken for credit under supervision of member of faculty. The paper for this course must have a minimum length of thirty (30) pages if taken for two (2) credits or a minimum length of forty-five (45) pages if taken for three (3) credits; unless the instructor approves an alternative form appropriate to the project. This course may be used to satisfy the General Writing Requirement. Except under rare and compelling circumstances, this course may not be taken to write a research paper on a subject on which the school offers a course which provides the student an opportunity to pursue that area of study.

♦ 699 Immigration Law (1-3 credits)  Elective

Prerequisite: None. The study of the law and processes governing immigration, naturalization and deportation.

♦ 700 Introduction to Intellectual Property (3 credits)  Elective

An introduction to the policies underlying the protection of intellectual property, common-law protection under state law, and the major fields of intellectual property protection (patent, copyright, trademark, and trade secrets).

♦ 701 Patent Law & Policy (3 credits)  Elective

A study of the law and process of patent protection and enforceability and the policies that underlie patent prosecution.

♦ 702 Trademark Law (3 credits)  Elective

A study of the law and process of protecting trademarks and trade dress, and the policies underlying the system.

♦ 703 Copyright Law (3 credits)  Elective

A study of the law and policy protecting intellectual property through copyright, and enforcing the licensing of copyrights.

♦ 704 Trade Secrets (2-3 credits)  Elective

A study of protecting confidential and secret information through the common law, state statutes and federal criminal law and the relationship between their protection and restrictive employment covenants.

♦ 705 Licensing Intellectual Property (1-3 credits)  Elective

Problem-oriented study of business, economic and legal issues in licensing, with emphasis on practical issues and communicating with clients.

♦ 706 International Intellectual Property Law (3 credits)  Elective

A study of the major conventions governing the protection of intellectual property internationally and of current policy issues in the field.
♦ 707 Patent Prosecution (3 credits)  Elective

The process of researching, preparing and prosecuting valid and enforceable applications to obtain US patents.

♦ 708 Trademark Prosecution (2-3 credits)  Elective

Study of law and procedures relative to obtaining and maintaining federal trademark registrations.

♦ 709 Patent Litigation (3 credits)  Elective

Prerequisite: 700. An introduction to special problems in litigating patent claims.

♦ 710 Cyberlaw (3 credits)  Elective

Exploration of legal issues raised by the internet, broadcast regulation, and competition policy, including intellectual property, the First Amendment, privacy and unauthorized access.

♦ 711 Computer Law (2-3 credits)  Elective

Study of law and policy related to computers and software, including intellectual property, contracts, torts, and electronic transactions.

♦ 712 Intellectual Property Law, Ethics, and Practice (2-3 credits)  Elective

Study of law and procedures relating to ethical obligations of attorneys and agents involved in prosecuting patent and trademark applications and litigating intellectual property law disputes.

♦ 713 Intellectual Property Legislation (2-3 credits)  Elective

Study of the legislative process relating to the enactment of intellectual property legislation.


Study of current policy issues affecting intellectual property law and practice.

♦ 715 Comparative Intellectual Property Law (2-3 credits)  Elective

Study of the major differences among nations in intellectual property laws.

♦ 716 International Patent Law (2-3 credits)  Elective

Study of major treaties and agreements affecting the international practice of patent law.

♦ 717 International Copyright Law (2-3 credits)  Elective

Study of major treaties and agreements affecting the international practice of copyright law.

♦ 718 International Trademark Law (2-3 credits)  Elective

Study of major treaties and agreements affecting the international practice of trademark law.
719 Intellectual Property Law Remedies (2-3 credits)  Elective
Study of remedies available in intellectual property law disputes.

720 Managing Intellectual Property (1-3 credits)  Elective
Study of how best to manage a company’s intellectual property portfolio.

721 Taxation of Intellectual Property (2-3 credits)  Elective
Study of the taxation relating to intellectual property.
VII. STUDENT SERVICES

Student Requirements – General Information

Law Student Files

It is the responsibility of the student to ensure that all documents requested by the School of Law are promptly obtained and turned in to the Law School Records Office. During the fall semester, a note is sent to all 1st 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 their file. Any student who has not completed their file by mid-January will be placed on Academic Hold. While on Academic Hold, no student is allowed to register for subsequent semesters until his or her 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 undergraduate transcripts. If copies of undergraduate transcripts are needed, a student MUST request them from the college or university where the credit was received.

Student Mailboxes

All law students are assigned a mailbox sometime during the first two weeks of school. A revised posting of names and mailbox numbers, which includes the entering class, will be posted during the first two weeks of the fall semester. Mailbox numbers are randomly assigned by Student Services and cannot be reassigned.

UAnet ID

The School of Law uses UAnet Ids and email addresses to send all email correspondence. You are responsible checking your UAnet account (or for forwarding your UAnet email to an account you use more regularly) so that you receive all official correspondence.

To access your grades, address change, class schedule or to change your Directory Information, you must have a UAnet ID and password. You must be a currently registered student before you can request a UAnet ID and password. To request your UAnet ID and password, go to https://gozips.uakron.edu/zid/user.html OR contact the Help Desk at 972-6888 to request a UAnet ID. All options requiring a UAnet ID and password are only available Monday through Saturday from 7 a.m. to Midnight and after 12:00 noon on Sunday.

Photo ID Card

Student ID Cards may be obtained by going to the Zip Card Office located in the Student Union. To receive a card, please take your class schedule and either a picture ID with your social security number on it (i.e. valid state ID, valid Driver’s License) OR Birth Certificate and Social Security Card.

Registration Procedures

The School of Law participates in the University’s priority Web registration and schedule change system. The website for registration is www.uakron.edu/registrar. Law students register for classes according to their classification (i.e. D1, D2, E3, etc.) The number of credit hours completed by the time registration begins determines classification.

The School of Law registers ALL first-year students for the first fall semester ONLY. For each semester thereafter, the student is responsible for his/her own registration, completion of any forms required, and
payment of appropriate fees. First year full-time (day) and part-time (evening) and second year part-time (evening) students must successfully complete part I of a two-part course before enrolling in part II.

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.

Scheduling Information

Web Registration Instructions (See Appendix B)

Adding an Open Course

FALL & SPRING SEMESTERS

FIRST WEEK PROCEDURES: Students may add open courses by processing the change by using web, or in person registration.

SECOND WEEK PROCEDURES: Students may add open courses with the written approval of each professor in whose course the student would like to enroll and with the approval of the Associate or Assistant Dean of law student services. To obtain such approval, students must submit a blue Registration/Schedule Adjustment form to each professor for his or her signature. (The forms are available from the law school receptionist in the Dean’s Office.) After obtaining the requisite signatures, the student must submit the form to the Associate or Assistant Dean of law student services for written approval. After receiving such approval, the student must take the Registration/Schedule Adjustment form to Student Services located at Hezzelton E. Simmons Hall for processing and payment of all required fees.

Adding a Closed Course

FIRST & SECOND WEEK PROCEDURES: Students may add a closed (full) course any time during the first two weeks of a semester with the written permission of the instructor and the Associate or Assistant Dean of law student services. Students must follow the procedure stated above for adding courses.

Students may NOT add courses after 5:00 p.m. on the 14th class 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 SEMESTER

FIRST TWO-DAY PROCEDURES: Students may add open courses without signatures or add closed (full) courses with signatures of both the professor and the Associate or Assistant Dean of law student services.

THIRD DAY THRU SECOND WEEK PROCEDURES: Students must obtain signatures from the instructor and the Associate or Assistant Dean of law student services.

Student may not add courses after the second week 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.
**Dropping a Course**

Students may drop courses using the Registration/Schedule Adjustment form without signatures through the 15th day of the fall or spring term. NO notations 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 with the WRITTEN permission from the Associate or Assistant Dean of law student services.

**ELECTIVE COURSES:** Students desiring to cancel their course registration, beginning with the 16th class day of the fall or spring term, will need to WITHDRAW from a course(s) using the Registration/Schedule Adjustment Form. A withdrawal means that the course registration has been cancelled and a notation of WD will appear on the student’s academic record. A student may withdraw from an elective course through the mid-point of a semester (or summer session) only with the signatures of the instructor and from the Associate or Assistant Dean of law student services.

After the mid-point of the semester or a summer session, the School of Law policy forbids withdrawal. If a student has a rare and compelling circumstance, he/she must put the withdrawal request in writing and submit it to the Associate or Assistant Dean of law student services for possible approval. An approved withdrawal will be indicated by a “WD” on The University of Akron official academic record. A student who leaves a course without completing the withdrawal procedure will be given an “F” in the course.

**In General**

**Course Auditing Procedure**

Current law students are permitted to audit elective courses only with prior written permission from the Associate or Assistant Dean of law student services and only if the professor of the course permits it. An audited class does NOT count towards graduation and full tuition/fees must be paid to allow a student to “sit in” on a class. A member of the bar or a law school graduate who is not yet a member of the Bar may, with the written permission from the Associate or Assistant Dean of law student services, enroll for a course without credit. The auditor is required to do all of the work prescribed for the regular student enrolled for credit except taking examinations. The fee for the auditor is the same as for a regular student. Students may NOT register for audited courses via web registration. They must complete the Schedule Change Request form in the Law Dean’s office and obtain the proper signatures. The auditor must deliver the request form to the University Registrar’s office for processing and fee payment.

**Overloads/Underloads**

First year full-time (day) & part-time (evening) and second year part-time (evening) students must adhere to the required curriculum.

During the fall and spring semesters, second and third year full-time students are required to enroll in at least 12 credit hours but not more than 16 credit hours. Third and fourth year part-time students are required to enroll in at least 8 credit hours but not more than 10 credit hours.

During the summer, the absolute maximum load for any combination of sessions and courses during the summer is 9 credits. More than 3 credits at any one time during the summer is an overload. Any combination of sessions that causes an overlap of 4 or more credits is an overload. A student may only earn residency credit for 8 credit hours for the summer.
Any deviations from the above listed requirements (i.e. underload or overload) **MUST** be approved before the beginning of the semester in which the underload or overload will occur. Please submit a request in writing to the Associate or Assistant Dean of law student services for approval. Considerations for approval include grade point average, grade trends, work hours, and courses being taken.

**Withdrawing from Law School**

A student wishing to totally withdraw from the School of Law must put his/her request (including the reason(s) for the request) in writing to the Associate or Assistant Dean of law student services. The Dean of Student Services may wish to meet with the student before granting the authorization. Depending upon the individual circumstances surrounding the withdrawal, it may be the responsibility of the student to withdraw from his/her scheduled classes by processing the approved withdrawal form through the Registration Office in Hezzelton E. Simmons Hall. Any refunds will depend on the date of the withdrawal.

**Enrollment in Courses in Other Colleges of the University**

Per ABA Rules, students must complete their first year of studies in order to transfer credits. A maximum of six credits of letter-graded (no credit/noncredit) graduate level courses earned outside of the law school at The University of Akron or other regionally accredited universities or colleges may be applied toward the requirements for the Juris Doctor degree. Student must earn passing credit for any course they wish to transfer in for credit(s) to be applied to the law degree. Courses taken prior to law school attendance are not transferable.

Approval to pursue such courses must be secured in writing from the Associate or Assistant Dean of law student services **before** taking the courses. For University of Akron graduate-level courses, the student must complete an “Application for Law Student to Take Graduate Courses” available from the Law Dean’s office. The student must process this form, after receiving the signature from the Associate or Assistant Dean of law student services, by gaining appropriate Dean’s approvals/signatures from the Graduate School located in the Polsky Building and must then register for the approved course(s) at Student Services located at Hezzelton E. Simmons Hall with the signed form.

For courses outside the University of Akron, the student must submit in writing a request to transfer credits accompanied by a syllabus or written description of the course obtained from the offering college and a written explanation of why the course is appropriate for the student’s program of law study. If the desired course is offered in the School of Law, the student must take the law school course and cannot substitute a graduate course in the same subject matter for credit.

**Enrollment in Courses at Other ABA Accredited Law Schools - Transient Student Status**

**After All Required Courses are Completed:**

A student may request transient status to enroll for coursework in another ABA accredited law school. To receive transient status, a student must meet with a student services counselor and submit a request in writing to the Associate or Assistant Dean of law student services prior to taking any course(s). The student should provide information as to why the request is being made, the time period for transient status, the courses to be taken, the credit hours (semester or quarter) per course, and a description of the courses as appears in the school’s catalog. The student will be notified in writing of the decision by the Dean of student services. If the request for transient status is granted, the student will receive credit only for a passed grade, which will be entered on the student’s transcript as “credit”. Although the credit hours transferred are counted toward the 88 credit hours that are required for the JD degree, the grades for such courses will not be computed into the student’s grade point average.
Final Year of Law Studies:
A student may request transient status during his/her last year of law studies. To be eligible for transient status a student must complete a minimum of 59 credit hours at The University of Akron School of Law and will need a waiver of the degree requirement by the Dean of Student Services that the student complete the last year of studies in residence at The University of Akron School of Law. The student must also have completed ALL required courses, including the General Writing Requirement. The Associate or Assistant Dean of law student services must approve all courses taken as a transient before the student takes the course(s). Therefore, the student must submit all of the above information to the Associate or Assistant Dean of law student services. The student will be notified in writing of the decision shortly thereafter.

Grades Processing/Graduation Clearance for All Transient Students:
It is the student’s responsibility to request that an official transcript from the visiting school be sent to The University of Akron School of Law to allow the grades to be processed in Akron. It is also the student’s responsibility to check the grading schedule at the visiting school. If the visiting school cannot get the grades to the School of Law by our graduation-processing deadline, the student’s graduation and in most states eligibility to take the Bar will be delayed.

Grade Change Forms

Grade Change Forms are completed for those students who have grades that need to be changed on their permanent academic record. The professor of record initiates the change. Once a Grade Change Form has been signed by the Associate or Assistant Dean of law student services it will be delivered to and processed by the University Registrar’s Office (which takes approximately 2 weeks). The student will be able to view their grade changes via their on-line Information Center once processing is completed.

Grades

Grades may be obtained via the World Wide Web (www.uakron.edu, On-Line Information Center) as soon as grades are officially recorded in the Registrar’s office. The School of Law submits grades based on the following schedule:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Grades Submitted to Registrar’s Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>3 weeks after last exam date</td>
</tr>
<tr>
<td>Spring</td>
<td>2 weeks after last exam date</td>
</tr>
<tr>
<td>Summer I 5-week &amp; 10-week</td>
<td>2 weeks after last exam date</td>
</tr>
<tr>
<td>Summer II 5-week</td>
<td>2 weeks after last exam date</td>
</tr>
</tbody>
</table>

Class Rankings

Class rankings are anonymously posted on the secure, law class rankings website and on the student lounge bulletin board (north wall) twice per year, 5 to 6 weeks after the Fall and Spring semesters. Students are ranked within their division (D1, E1, etc.). Students who officially change their classification status will be ranked with the division in which they were enrolled for the semester reflecting the class rankings. Division is determined by the number of credit hours a student has successfully completed, not the number of years he/she has attended. The Dean’s Office is not permitted to give out class rankings over the telephone.

Final Class Rankings

Day and evening December and May graduates are ranked together to produce each student’s final official class rank.
Change of Classification

A student may request to change his or her classification once during his or her law career by completing the Change of Classification Request, which may be obtained from the Law Dean’s Office receptionist. Once the form is completed, it will be approved or not approved by the Associate or Assistant Dean of law student services. If approved, a request will be sent to the University Registrar’s office asking for an official change in the student’s classification.

Name/Address Changes

It is imperative that The University of Akron School of Law have current name and address data for all students. The School of Law can not accept or process name change requests.

A student must submit a request to change his or her name along with a copy of the legal documentation that verifies the name change in person at the Office of the University Registrar with the legal documentation that verifies the student’s legal name change.

Students must change their address on-line at [www.uakron.edu/registrar](http://www.uakron.edu/registrar) or complete an address change at Student Services located at Hezzelton E. Simmons Hall. The School of Law also requires a local telephone number for each student. The School of Law does not process address changes. Any changes submitted to the School of Law will be forwarded to the University Registrar.

Loan Deferments

Loan deferments must be completed by the University Registrar’s Office located in Hezzelton E. Simmons Hall.
VIII. ACADEMIC INFORMATION

Attendance Policy

In accordance with the policies of the School of Law and the American Bar Association, regular and punctual class attendance is necessary to satisfy residence credit and credit hour requirements.

Outside Employment Policy

The faculty and administration of The University of Akron School of Law believe that the study of law is a rigorous, full-time pursuit. Therefore, in accord with the American Bar Association accreditation standards, first-year day students are not permitted to engage in outside employment. Second and third-year day students may be employed for a maximum of 20 hours per week.

Examination Schedule

The schedule for final examinations is published approximately eight weeks into the semester. This permits class lists to be finalized, so the Associate Dean can schedule examinations with a minimum of conflicts for students. An examination conflict consists of two examinations scheduled at the same time or three examinations scheduled within 24 hours. Evening students who have examinations on both the first Wednesday and the first Friday of exam period, and day students who have three examinations between the first Wednesday and Sunday of the exam period are also granted relief, at their option.

Students who are ill may contact the professor to reschedule an examination BEFORE the time of the examination. Once a student sits for an examination, the student must complete that examination and receive that grade. Examinations that are rescheduled due to conflict or illness must be rescheduled within exam period to the earliest available time. If illness prevents rescheduling during exam period, the examination must be scheduled no later than the start of the next semester. Students who cannot reschedule an examination before the next semester should consult with the office of the dean (student affairs) about a leave.

Academic Standards

Academic averages are computed by dividing the quality points achieved by the credits attempted. A student who receives a grade of “F” in a required course must repeat the course with a passing grade. The repeating of a course does not remove the previous grade of “F” from the student’s Official Transcript or from the calculation of the cumulative grade point average.

The following system of grading is used in recording the quality of a student’s academic work:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Point Value</th>
<th>Credit Hours Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
<td>12.0  8.0  4.0</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
<td>11.1  7.4  3.7</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
<td>9.9   6.6  3.3</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td>9.0   6.0  3.0</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
<td>8.1   5.4  2.7</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
<td>6.9   4.6  2.3</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
<td>6.0   4.0  2.0</td>
</tr>
<tr>
<td>Grade</td>
<td>1.7</td>
<td>5.1</td>
</tr>
<tr>
<td>-------</td>
<td>-----</td>
<td>-----</td>
</tr>
<tr>
<td>C-</td>
<td>1.3</td>
<td>3.9</td>
</tr>
<tr>
<td>D+</td>
<td>1.0</td>
<td>3.0</td>
</tr>
<tr>
<td>D</td>
<td>0.7</td>
<td>2.1</td>
</tr>
<tr>
<td>D-</td>
<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>F-Failed</td>
<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>I-Incomplete</td>
<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>INV-Invalid</td>
<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>IP-In Progress</td>
<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>PI-Permanent Incomplete</td>
<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>AUD-Audit</td>
<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>CR-Credit</td>
<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>NGR-No Grade Reported</td>
<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>NCR-Noncredit</td>
<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>WD-Withdrawal</td>
<td>0.0</td>
<td>0.0</td>
</tr>
</tbody>
</table>

Grade Point Average (GPA) is determined by dividing total of all quality points earned by total number of credits earned. The following selected definitions of grades should be noted by students:

I  “Incomplete” indicates that the student has done passing work in the course but that some part of the work is, for a good and acceptable reason, not complete at the end of the term. Failure to make up the omitted work satisfactorily by the end of the following term, not including summer sessions, converts the “I” to an “F”. When the work is satisfactorily completed within the allotted time, the “I” is converted to the grade the student has earned.

INV  “Invalid” indicates that the grade reported by the instructor for the course was improperly noted and thus unacceptable for proper processing.

IP  “In Progress” indicates that 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.

PI  “Permanent Incomplete” indicates that the student’s instructor and the Associate Dean have for special reason authorized the change of an “I” to a “PI”. The designation “PI” means that the student is not permitted to complete the work in the course.

NGR  “No Grade Reported” indicates that, at the time grades were processed for the present issue of the transcript, no grade had been reported by the instructor.

WD  “Withdrawal” indicates that the student registered for the course but withdrew officially sometime after the second week of the term.

**Repeat of Class**

A student may repeat a law school course to obtain an improved grade only if the student failed a required course. A student who fails a required course must repeat the course for a letter grade. The original failing
grade is not removed from the student’s record or from the calculation of grade point average upon the successful completion of the course. Elective courses cannot be repeated for a change of grade.

**Grade Appeal Procedure**

A student has the right to appeal only a grade of “F” to the Academic Committee. The responsibility for hearing the appeal will be delegated to a subcommittee of the Academic Committee consisting of at least three faculty members. All grade appeals shall be addressed to the Chair of the Academic Committee. A student must file a grade appeal within six (6) months after the grade was available from the University.

Prior to filing an appeal, the student must review the exam with the instructor. If this informal conference fails either to persuade the student that the appeal is not merited or to convince the instructor to change the grade, then the student may appeal to the Academic Committee. The appeal must be in writing and must specify the basis for the appeal. After the meeting between the instructor and student, the procedure may take a variety of forms, depending upon the specific situation.

The standard of review will be the following: In order to overturn a failing grade, the Academic Committee must find that the decision of the instructor was clearly erroneous. There are no limitations or time requirements once the appeals process begins. The Academic Committee will reach a resolution of the grade appeal and will inform the student and the instructor of the decision in writing. The decision of the Academic Committee shall be final, and no further appeal of its decision shall be heard. (Effective 03/02/89 by action of the Academic Committee.)

**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 law school. 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, witness, or receive 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 student identification number in lieu of the student’s name. This protects the student’s anonymity during the performance assessment process.

If a student believes that he or she has witnessed a violation of the Honor Code, the student should not sign the pledge. The failure to sign the pledge will signal to the faculty member that the student may have knowledge of an Honor Code violation. The faculty member will contact the student for further information. If a potential Honor Code violation has occurred, the faculty member will contact the chair of the Student Disciplinary Committee, who will arrange for a confidential investigation of the alleged violation.

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

**Student Disciplinary Code**

The responsibility of honorable conduct is placed upon the individual student, a practice consistent with the purpose of the law school. A committee composed of faculty and students administers the honor system. The Student Disciplinary Code is set forth in Appendix C.
Dismissal/Eligibility to Petition for Reinstatement/Probation

The faculty has determined that a cumulative grade point average of less than 2.00 demonstrates unsatisfactory work by a student. With respect to letter grades, the faculty has determined the following:

- that a grade of “A” represents excellent work;
- that a grade of “C” represents the minimum level of competency necessary to enter the legal profession;
- that a grade of “F” represents total failure.

First-Year Students

A first-year full-time (Day) student must have an accumulative grade point average (A.G.P.A.) of 2.00 or higher by the end of the Spring Semester (May) of the first year in order to enroll in the second year. A first-year part-time (Evening) student must have an A.G.P.A. of 2.00 or higher by the end of the Summer II Session (August) of the first year in order to enroll in the second year. First-year dismissals are based on the appropriate academic year (end of Spring Semester for Day students, end of Summer Session II for Evening students), not the number of required courses completed. Dropping a course does not exempt first-year students from dismissal for academic deficiency. An “Incomplete” or “In Progress” will not alter this process. The A.G.P.A. calculated without that class will be the A.G.P.A. acted upon. Therefore, students who receive an “Incomplete” or “In Progress” do so at their own risk.

No classes subsequent to the Spring Semester for Day students or Summer II for Evening students, including Intersession classes, will be included in the calculations for dismissal or petition for reinstatement. Enrollment in, the beginning of, or the completion of any classes after the end of the Spring Semester (for Day students) or Summer II (for Evening students) is at the student’s own risk.

Upon dismissal, a student whose A.G.P.A. is between 1.80 and 1.99 is eligible to petition for reinstatement. The procedure for seeking reinstatement follows. Any student who is reinstated will be permitted to take only those required and Ohio Bar courses approved by the Associate or Assistant Dean of law student services.

Upper Division Students

All upper division students (beyond the first year) are required to maintain at least a 2.00 A.G.P.A. during each semester of their law school studies. A law student whose A.G.P.A. is below 2.00 will be dismissed for academic deficiency. An “Incomplete” or “In Progress” will not alter this process. The A.G.P.A. calculated without that class will be the A.G.P.A. acted upon. Therefore, students who receive an “Incomplete” or “In Progress” do so at their own risk. Students wishing to petition for reinstatement must have a minimum A.G.P.A. of 1.80 (see procedure below). Any student who is reinstated will be allowed to take only those required and Ohio Bar courses approved by the Associate or Assistant Dean of law student services.

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 may petition the Academic Committee in writing for readmission 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 readmission 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 readmission was denied by the Academic Committee may submit a written petition requesting reconsideration of the Committee’s decision to deny readmission, but such student has no right to appear personally before the Committee. 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 readmission was previously granted may petition the Academic Committee again for readmission, but such student has no right to appear personally before the Committee. Petitions for second readmission 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 readmission 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 readmission was previously granted may petition the Academic Committee again for reinstatement.

Ratified by Law Faculty, 4-9-92

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 is ineligible for readmission for two years after the dismissal. The applicant may submit his or her reapplication materials during the second year after dismissal for readmission consideration. An applicant reapplying to the School of Law shall be considered a new student and must submit a complete application. However, in making its decision the Admissions Committee shall consider the applicant’s past law school record.
Course Restrictions Based on Law Grade Point Average

A student with an accumulative law grade point average of 2.30 or below at the end of the first year of law studies or failure to maintain a 2.30 for each subsequent term, is subject to the following requirements regarding elective courses:

1. The student may take a maximum of 12 credit hours of non-exam elective courses (not including Clinical Seminar, Trial Advocacy, or other professional skills courses as determined by the Associate Dean) during their entire academic career;
2. The student must take a minimum of 18 credit hours of elective bar subject courses from the Bar & Required Track (See Appendix A).

Any student whose accumulative law grade point average falls to 2.30 or below after the first year shall also be subject to the above-stated requirements except to the extent that the Associate or Assistant Dean of law student services determines compliance to be impracticable.

The above-stated restrictions shall end if the student achieves a accumulative law GPA of 2.7 or higher.

The Office of Academic Success Programs

The Office of Academic Success Programs (OASP) was developed to provide support to help students succeed in law school. OASP services are available to all law students. You may use OASP whether you are experiencing difficulty adjusting to the rigorous law school curriculum, are interested in achieving higher grades, or are preparing for the bar exam.

Ways you can use OASP to assist in your law school success are:

1. Attend the August Law Skill Survival Skills Workshop for entering students.
2. Attend group sessions during the semester on specific study topics such as outlining, exam writing, successful study groups, procrastination, time management, and stress management.
3. Schedule an individual appointment to assess your learning style strengths and weaknesses and to match possible strategies for studying.
4. Schedule individual appointments to work on specific problem areas you have: note taking, reading cases, briefing, outlining, exam writing, procrastination, time management, and stress management.
5. Schedule a group session for members of your study group or student organization to discuss specific study concerns and techniques.
6. Check out learning materials from the OASP library including hornbooks, flashcards, explanatory books, and question and answer books.
7. Attend group sessions held by one of the OASP tutors for your first-year or second-year courses.

For more information on the available services, contact the Director of Academic Success Programs, 317 Law Library, (330) 972-8065. Also, the website for OASP is found at http://www3.uakron.edu/law/success2/.

Honors and Awards

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 Law School.

The American Law Institute – American Bar Association Scholarship & Leadership Award was created in 2004. This award is presented to a graduating student who best represents the combination of scholarship and leadership.

The American Academy of Matrimonial Lawyers Award of $1,000 is awarded annually to the student who displays outstanding academic achievement and/or service in the area of family law.
**American Bankruptcy Institute Medal of Excellence.** A medal, certificate and a complimentary on-year membership in the American Bankruptcy Institute is presented to the top student in Bankruptcy.

**American Bankruptcy Law Journal Prize.** A subscription to the *American Bankruptcy Law Journal* and a certificate go to the top student in Bankruptcy.

**American Bar Association/Bureau of National Affairs Awards.** The American Bar Association and the Bureau of National Affairs awards a certificate and law book to the top students in Labor and Employment Law, Intellectual Property Law and Health Law.

**CALI (Center for Computer-Assisted Legal Instruction) Excellence for the Future Awards.** CALI issues award certificates, each semester, to the students achieving the highest grade in each law school class.

**Professor Dana Castle Award.** Established in 1991 as an annual award by Sarah F. Castle Rossi (’91) and Gregory T. Rossi (’90), this award is presented to the top student in Contracts I and with the highest overall grade point average.

**Dean’s Academic Achievement Award.** Established in 1993, this award is to promote scholarship and is awarded to the continuing students who achieved the highest grade point average during the previous academic year. There are two awards: one to the first year classes (D1 and E1) and one to the middle year classes (D2, E2, and E3).

**Dean’s List.** The Dean’s List is posted at the end of the Fall and Spring semesters. The criteria for inclusion on the Dean’s List is:

FULL-TIME (DAY) STUDENTS: Must have completed at least 12 law credit hours and achieved at least a 3.3 grade point average or better for said semester – OR – if a joint degree student must have taken at least 9 law credit hours and achieved at least a 3.3 grade point average or better for said semester AND achieved at least a 3.3 grade point average for courses taken outside the School of Law.

PART-TIME (EVENING) STUDENTS: Must have taken at least 8 law credit hours and achieved at least a 3.3 grade point average or better for said semester – OR – if a joint degree student must have taken at least 6 law credit hours and achieved at least a 3.3 grade point average or better for said semester AND achieved at least a 3.3 grade point average for courses taken outside the School of Law.

**Federal Bar Association Constitutional Law Award.** Established in 1986, the Federal Bar Association, Cleveland Chapter, has agreed to award $1,000 to the students excelling in Constitutional Law classes. The $1,000 cash award will be divided equally among the students receiving the highest grade in each section of Constitutional Law I.

**The John P. Finan Memorial Award.** Established in 1999 by Kim C. Sethna and Farhad Sethna (’90) this $250.00 award is presented at the discretion of the Remedies professor to a student who has demonstrated hard work and marked academic improvement.

**The Honorable Arthur J. Goldberg Memorial Prize in Constitutional Law.** The endowed prize, established by Ann Amer Brennan (’82), recognizes the late Justice Arthur Goldberg’s continued interest in women’s rights and support for the intellectual development of women lawyers. This $1,000 prize is awarded annually to a graduating senior woman, as determined by the Dean, with consideration to active interest and excellence in Constitutional Law and leadership in the School of Law, the community, or the legal profession.
The Donald M. Jenkins Award for Highest Scholastic Achievement. Established at the 1987 Commencement by a long-time friend and supporter of the School of Law, this annual prize recognizes the graduate with the highest cumulative average for work on this campus culminating in the J.D. degree. The award honors Dean Emeritus Donald M. Jenkins (’64) for his dedicated leadership toward academic excellence.

Ernest Karam Awards for Academic Excellence. Established in 1992, a Black’s Law Dictionary Deluxe Edition is awarded to the two first year full-time (day) and two first year part-time (evening) students with the highest grade point averages and to the student in each section who excelled in legal research.

The Sanders J. Mestel Trial Advocacy Award was established in 1985 by Harry and Anne Mestel in memory of their son, Sanders J. Mestel. An award of $500 is made annually to a student from the School of Law who was the most outstanding student in the area of trial advocacy.

National Association of Women Lawyers. Established in 1986, the National Association of Women Lawyers presents an annual award to the outstanding woman law graduate of each American Bar Association approved law school. Criteria for selection includes academic achievement, motivation, contribution to a better society, and presentation of a personable and professional image. The award consists of an honorary membership in the National Association of Women Lawyers.
IX. STUDENT LIFE

Advocacy Programs

The dual skills of oral advocacy and brief writing are cultivated by students competing on the Trial and Appellate teams. Under the supervision of faculty advisors, with assistance from trial and appellate attorneys, students sharpen their oral and written advocacy skills through extensive practice and evaluation sessions and by participating in various intramural and interscholastic competitions.

Trial Team

Akron’s competition teams have a long-standing history of excellence on the regional and national levels. We field teams in many competitions; among them are competitions sponsored by the American College of Trial Lawyers (ACTL) and the American Trial Lawyers Association (ATLA). Students receive hypothetical cases and conduct trials against students from other schools. The trials are conducted in actual state and federal courts where there are witnesses, judges, and juries.

Team members gain impressive experience in the skills needed to be effective trial lawyers. Eligible participants (D2, D3, E3 and E4 students only) may earn course credit, as well as gain valuable contacts with prospective employers. Tryout schedules are published in the Administrative Briefs. Volunteer witnesses and jurors are always appreciated.

Appellate Team

Participants in the appellate competitions hone their skills in appellate advocacy. Team members are selected on the basis of the quality of their written and oral advocacy. Our school generally sends teams to the following competitions: the National Appellate Advocacy Competition (NAAC), sponsored by the American Bar Association; the National Moot Court Competition (NMCC), sponsored by the Bar Association of the City of New York; the Jessup International Law Moot Court Competition, sponsored by the International Law Students Association; the Thurgood Marshall Moot Court Competition, sponsored by our Black Law Students Association; the Pace Environmental Law Moot Court Competition; and the two leading intellectual property law competitions, Giles Sutherland Rich Moot Court Competition and Saul Lefkowitz Moot Court Competition.

Negotiation

This competition is sponsored by the American Bar Association. Our students have participated for the past eight years. In 1989 our team won the Regional competition and placed fourth nationally.

Student Organizations

University policy requires all student organizations to limit membership to students who are in good academic standing. Officers for all listed student organizations can be obtained from the Office of Internal Functions in the Dean’s Office of the Law School.

Akron Law Federalist Society

This organization’s purpose is to generate interest in more conservative values of the legal order. It is founded on the principles that the state exists to preserve freedom, that the separation of governmental powers is central to our Constitution, and that it is the duty of the judiciary to say what the law is, not what it should be. The Society sponsors speakers, debates, and participation in national Federalist conferences.

Akron Law Review

The Akron Law Review is a legal periodical published at least four times a year under the auspices of the School of Law of The University of Akron. Its purpose is to give expression to legal scholarship, and to serve the profession under the general supervision of faculty advisers, by the student Board of Editors whose members are selected on the basis of scholarship and evidence of superior aptitude for legal research and writing.
**Akron Public Interest Law Society**
The purpose of this organization shall be to promote awareness among law students of the inequities that exist in the legal system and the need for the commitment to public service work. They are a non-profit student organization designed to encourage law students to work in the public interest by serving as an education center and facilitating public interest employment and training opportunities. The aim of this organization is to provide education, opportunities, grants and other forms of assistance to students and recent graduates committed to and engaged in public interest employment.

**Akron Sidebar (Law Student Newspaper)**
The purpose of this organization is to provide a place for law students at The University of Akron to develop the skills necessary to be leaders in the legal world and to provide a forum for law students to express their views on current issues in law and the law school. Students participating in the publication of *The Akron Sidebar* will exercise and appreciate the right of free speech, learn to recognize legal issues and proactively seek solutions, develop their writing and communication skills, and publish their ideas and opinions.

**Asian-Latino Law Students Association**
The purposes of ALLSA are to provide an effective and visible body to articulate and promote the professional needs and goals of Asian and Latino law students at The University of Akron School of Law; to improve the academic performance of Asian and Latino students; to secure additional funding for Asian and Latino law student programs; and to help Asian and Latino law students find summer and permanent employment.

**Association of Trial Lawyers of America (ATLA)**
The Student Chapter of ATLA has been established to encourage law students and future trial attorneys at The University of Akron School of Law to become actively involved in promoting the civil justice system and championing the cause of those who deserve redress for injury to person and property. The Student Chapter enjoys rights and privileges of affiliation as determined by the ATLA Board of Governors.

**Black Law Students Association**
This organization is an affiliate of the regional and national bodies of the same name. The purposes and objectives of this association, which are correlated to those of the national body, are to advance the welfare and interests of Black and other minorities by providing those students with information about law school, e.g. financial assistance and curriculum alternatives, preparing an adequate orientation program for new minority students, and developing a sense of unity among the members of the organization.

**Environmental Law Society**
The purpose of this organization is to enhance student opportunities to learn about and become involved in environmental law.

**Gay-Straight Alliance**
The purpose of the Gay/Straight Law Alliance (GSA) shall endeavor in all equitable and practical ways to achieve the following goals and actualize the following purposes: to foster the ideals of tolerance, respect, understanding, and equality in the community regarding the legal rights and privileges of all people, notably those individuals who identify as gay, lesbian, bisexual, trans-gendered, or gay-friendly; to develop law student interest and learning in gay, lesbian, bisexual, and trans-gendered legal issues through educational programs; to provide a forum where students, faculty, staff, administrators, and alumni may come together to express themselves and discuss legal issues relevant to gay, bisexual, and trans-gendered people; to work as an advocate in developing and implementing University policies that guarantee the right against discrimination based on sexual orientation; to encourage and support agencies that work at meeting the needs of gay, lesbian, bisexual, and trans-gendered communities; and to function as a supportive and educational organization for the entire community, especially the law school community.
**Health Law Society (inactive)**
The purpose of this organization is to provide law students interested in the healthcare field with an opportunity to expand their knowledge of health related issues and their impact on the law. The organization will provide its members with a chance to interact with other students, faculty members, legal practitioners, and healthcare professionals who share similar interests in the Health Law field.

**Intellectual Property and Technology Law Association**
This group’s purpose is to enhance the understanding and knowledge of intellectual property and technology law at The University of Akron. The group will provide a forum for the professional development of future leaders in intellectual property and technology law. Such professional development requires, among other things: attendance at law conferences and seminars, bringing distinguished speakers to the law school and participation in national competitions.

**International Law Society**
The purpose of this organization is to increase among all law students and other members of the University community, an interest in, and understanding of, the many and varied aspects of comparative and international law and organization; to acquaint those students intending to pursue careers in international law with the opportunities available to them; and to contribute to the establishment of the effective rule of international law through increased interest and understanding of it. International Law Society sponsors and coordinates on an annual basis an International Law Symposium, which brings in a panel of speakers on a subject in the area of international law.

**Law Association for Women (LAW)**
The purposes of this organization are to aid and assist the community in understanding women’s legal rights, to heighten women’s awareness of their legal status, to aid and assist women students in applying to law school, to aid students in making the difficult transition from undergraduate studies to professional training, to assist the University in recruiting women law students, to keep meaningful lines of communication open between women students and the University. The purpose, objectives and activities of this organization shall remain consistent with objectives, rules and regulations of The University of Akron.

**National Association of Criminal Defense Lawyers**
The purpose of the organization is to function as an effective political and social force dedicated to the defense of criminal cases, to preserving the adversary systems of justice, to maintaining the independence and expertise of the criminal defense bar, to informing and educating students on the role of the criminal defense lawyer, and to ensuring justice and due process for individuals accused of a crime.

**Phi Alpha Delta Law Fraternity**
The purpose of this Fraternity is to form a strong bond uniting students and teachers of the law with members of the Bench and Bar in a fraternal fellowship designated to advance the ideals of liberty and equal justice under the law; to foster integrity and professional competence; to promote the welfare of its members; and to encourage their moral, intellectual, and cultural advancement, so that each member may enjoy a lifetime of honorable professional and public service.

**Phi Delta Phi International Law Fraternity**
The purpose of this Fraternity is to promote a higher standard of professional ethics and culture in this and other law schools; to foster student growth and encourage professional development; to sponsor academic and social events; and to represent the University of Akron School of Law at the regional, national and international levels.
**Sports and Entertainment Law Society**
The purpose of the organization is to generate interest in sports law, entertainment law and related fields. The organization also disperses information about the following: sports and entertainment law, related areas of the law and industry, career possibilities, potential mentors and practitioners in the field, and employment opportunities.

**Student Bar Association**
All persons registered for any course(s) for which credit is given in the School of Law are represented by the Student Bar Association. Persons represented shall be entitled to vote in SBA elections and attend SBA meetings. (Membership in the Student Bar Association is contingent upon a one-time payment of such dues as are established from time to time by the Student Bar Association.) Members shall be entitled to the benefits enjoyed by persons represented, and shall also be entitled to run for SBA offices and pay special reduced fees as announced by the SBA for sponsored events.
X. GRADUATION

Degree Requirements

The following courses must be successfully completed before graduation:
9200:601 Civil Procedure I
9200:602 Civil Procedure II
9200:603 Constitutional Law I
9200:604 Constitutional Law II
9200:605 Contracts I
9200:606 Contracts II
9200:607 Criminal Law
9200:608 Evidence
9200:609 Intro. to Law & Legal Systems
9200:610 General Writing Requirement
9200:612 Professional Responsibility
9200:614 Property I
9200:615 Property II
9200:616 Torts I
9200:617 Torts II
9200:618 Advanced Legal Research
9200:619 LARW I
9200:620 LARW II
9200:688 Legal Drafting

Graduation Audit Checklist/Residency Weeks Computation

Students must complete ALL required courses and must have 88 total credits to graduate. Day (full-time) students must complete at least 96 residency weeks while Evening (part-time) students must complete 134 residency weeks. Students must have attained at least a 2.00 cumulative grade point average for all courses taken and additionally, at least a 2.00 grade point average for the senior year. The term “senior year” includes the last 28 law semester credit hours of instruction of the required 88 semester credit hours. The Graduation Audit Checklist (See Appendix H) will enable each student to record the courses and credit hours taken. The Residency Weeks Computation Chart (See Appendix I) will enable students to check residency weeks. It is to each student’s advantage to complete the forms at the end of each semester to properly monitor the progress of the student’s path toward the successful completion of the Juris Doctor degree.

Graduation Procedure

Approximately midpoint in the student’s law studies, the Law Student Services office will distribute to the student a Senior Survey Form upon which the student will indicate the term and year of expected completion. Based on this information, the Law Student Services Office will distribute a graduation application that must be filed by the student at Student Services located at Hezzelton E. Simmons Hall. Joint degree students must file a separate graduation application for the second degree by contacting the other college for the appropriate graduation form.

ALL STUDENTS MUST APPLY FOR GRADUATION regardless of whether the student plans to participate in the graduation ceremony. Failure to apply for graduation by the stated University deadline (Fall-May 15, Spring-September 15) will result in delayed receipt of the Degree Clearance Form and could result in delayed graduation and eligibility to take the bar in some states. A late graduation fee will apply.

Prior to the beginning of the student’s final semester (in most cases), the degree candidates will receive a Degree Clearance Form listing any deficiencies (i.e. Incomplete and In Progress grades, credit hour and
residency week shortages, missing required courses) that the student must complete before the expected graduation date.

**Graduation Packets, Surveys and Exit Interviews**

ALL degree candidates will receive a Graduation Packet during their final semester requesting information pertaining to ceremony intentions, bar exam intentions, phonetic name pronunciation.

You will also receive a Questionnaire during your final month of law school

**Early Completion**

Those students wishing to complete one semester early must comply with the rules for early completion as approved by the Law Faculty.

♦ **FULL-TIME (DAY) STUDENTS** – Must complete five (5) consecutive semesters of twelve (12) or more credits each AND two (2) summer sessions of at least six (6) credit hours each.
♦ **PART-TIME (EVENING) STUDENTS** – Must complete seven (7) consecutive semesters of eight (8) or more credits AND two (2) summer sessions of at least six (6) credit hours each, and one (1) summer of at least four (4) credit hours.

Taking a heavy load in one semester and a light load in another semester does NOT fulfill this requirement. Averaging is not permitted. A student must still meet residency requirements and must have the permission of the Associate or Assistant Dean of law student services for an overload. The Associate or Assistant Dean of law student services is extremely unlikely to grant more than a one-course overload.

Any student desiring early completion must also have at least a 2.70 accumulative grade point average as follows:

**Early Completion Grade Point Average Requirements**

♦ **Full-time (day) students**
  2.70 AGPA by end of Spring Semester of 2nd year of Law School
  OR
  2.70 AGPA by end of last semester of Law School

♦ **Part-time (evening) students**
  2.70 AGPA by end of Spring Semester of 3rd year of Law School
  OR
  2.70 AGPA by end of last semester of Law School

Failure to achieve the 2.70 accumulative grade point average will defer graduation to the following May, and in some states, eligibility to take the February Bar Exam. However, the student will not be required to take a full load for the Spring Semester if all credit hour requirements are met by the end of the Fall Semester. That student will be required to take at least 3 credit hours in the Spring Semester.
Graduation with Distinction

Students who have earned a quality point ratio of 3.20 or higher out of a possible 4.0 for all work taken in the School of Law are honored with a designation as follows (effective with the awarding of degrees in January, 1987):

- Summa Cum Laude – 3.60 to 4.00, inclusive;
- Magna Cum Laude – 3.40 – 3.59, inclusive; and
- Cum Laude – 3.20 to 3.39, inclusive.
XI. LAW LIBRARY

Law Library Personnel

The Law Library staff consists of five librarians, one computer support specialist and six library support staff. The Law Library also employs between 15 and 20 student assistants to help provide service to students during the 95 hours that it is open each week of the semester.

Hours

During the semester the Law Library’s regular hours of operation are:

- Monday through Friday: 8:00 A.M. to 11:00 P.M.
- Saturday: 9:00 A.M. to 6:00 P.M.
- Sunday: 12:00 NOON to 11:00 P.M.

The Law Library expands these hours during the Reading and Final Exam period and reduces them during intersession. The Law Library hours are adjusted for holidays and to accommodate Law School activities. The hours are posted at the Law Library entrance. You can also pick up a paper listing its hours at the Circulation/Reserve Desk. Please watch for signs that announce any changes in Law Library hours. Call 330-972-8366 to hear a recording of the current operating hours.

Basic Guide to Locations

The guide is kept in a notebook at the Circulation/Reserve Desk. It gives the location of many commonly used books in the Law Library.

Borrowing Library Materials

In order to borrow materials you must have a valid University of Akron Zip Card. Books circulate for 4 weeks. Audiocassettes and audio CDs circulate for 72 hours except for the Reading and Final Exam Period. During these two weeks, audio cassettes/CDs circulate for 24 hours. Videos circulate for three days. Reporters, periodicals, multi-volume sets, and loose-leaf materials do not circulate.

CD-ROM Workstations

The Law Library subscribes to six CD-ROM products. These CD-ROMs are available to all law students, all University students, alumni and the public. The CD-ROMs are found in computer carrels C2 and C3. They contain Ohio case law, legislative law and administrative law. Please remember that law students who are clerking cannot use their academic WESTLAW and LEXIS passwords to conduct research for their employer. The CD-ROMs offer an economic alternative to electronic database searching.

Computer Assisted Legal Instruction (CALI)

CALI contains over 300 interactive computer-based lessons covering most law school subject areas, such as Civil Procedure, Contracts, Property and Torts. The CALI lessons are found on the computers in the second floor Computer Lab area of the Law Library and on the computers in the third floor Legal Research Computer Lab located in Room 301. You may check out CALI CDs at the Circulation/Reserve Desk and use them to install the CALI lessons on your computer. You can download the exercises from the Internet at http://www.cali.org/ See Ms. Lenart in Room 331 if you have questions about CALI.

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Computers

The Law Library has two computer labs for law students to use. The lab computers can be used for word processing, e-mail, accessing the Internet, and using Lexis and Westlaw. One of the computer labs is located in carrel units near the Circulation/Reserve Desk. The other lab is located in Room 301 of the Law Library, and serves as the library’s computer instructional classroom. Lexis and Westlaw training sessions are conducted in Room 301. When Room 301 is not being used for training it is open for general computer use by law students. In addition to the two labs, there are several computers at various locations around the Law Library, these non-lab computers have web access but they do not have word processing capabilities. For more detailed information about computers and technology at the Law School see Section XII. Computers and Technology, in this handbook.

Contact Information

The main telephone number for the Law Library is 330-972-7330. To hear a recording of the current Law Library hours, call 330-972-8366.

Fines

Fines are charged for overdue materials. The current fine schedule is available at the Circulation/Reserve Desk.

Food/Beverages/Smoking

Food is not permitted in the Law Library. We do permit students to bring in beverages that are in closed, “non-disposable” containers. Soda pop cans, vending machine cups, and paper containers from fast-food restaurants are not permitted in the Library. If beverages are brought into the Law Library in unacceptable containers, the user will be asked to leave the Law Library to dispose of the container. Smoking is not permitted in the Law Library.

Group Study Rooms

There are group study rooms available on the third floor of the Law Library. Reservations for group study rooms may be made at the Circulation/Reserve Desk up to one day in advance except on Fridays and Saturdays when reservations may be made up to two days in advance. The Law Library will take reservations over the phone as well as in person. The phone number to make a reservation is 330-972-7330. The Law Library hold will hold reservations for late arrivals for 15 minutes. Reservations are limited to 4 hours per day per law student. A University of Akron Zip Card is required to reserve a room.

Interlibrary Loan

Materials not available on campus or through OhioLINK may be obtained through Interlibrary Loan. Only Law faculty, students and staff may make interlibrary loan requests at the Law Library. Other University of Akron patrons should go either to Bierce Library or submit their interlibrary loan request to Bierce Library using ILLiad at http://illiad.uanet.edu/illiad/logon.html. More detailed information on the Law Library’s interlibrary loan policies is available at the Circulation/Reserve Desk or on the web at http://www.uakron.edu/law/library/ill.php.
Legal Databases

LEXIS and WESTLAW are available for law student use. Training on the use of these databases is included in the Legal Research and Writing program. LEXIS-NEXIS Academic is a subset of the LEXIS service. LEXIS-NEXIS Academic is available to all University students and can be accessed from the University Libraries web page under Electronic Resources – Article Indexes & Databases – Business & Law at http://www3.uakron.edu/ul/e-resources/articles.html.

Legal Reading Enrichment Area

Adjacent to the Circulation/Reserve Desk is an area with casual seating where current issues of The New York Times, The Wall Street Journal, Ebony, Newsweek, USA Today, etc. are kept. New books are also shelved in this area.

Library Resources

The UA Libraries Catalog is the University’s online catalog of all the materials in the Law Library as well as in the other libraries of The University of Akron. The UA Libraries Catalog has many user-friendly features that can assist users in locating relevant material. The web address for the UA Libraries Catalog is http://library.uakron.edu/screens/opacmenu.html. Through the UA Libraries Catalog, you can also access OhioLINK, a combined statewide catalog, which provides access to the library holdings of other Ohio universities including the other Ohio law schools. Students can use OhioLINK to locate and obtain materials not owned by the libraries on campus and to also obtain materials the libraries on campus own but that are currently in use and temporarily unavailable. Students can initiate their own loan requests on-line through OhioLINK without the assistance of Law Library staff members. In addition to the on-line catalogs, individuals affiliated with The University of Akron also have access to over 100 databases including article citations, full text materials, art images and satellite images. To access these databases go to http://www.ukron.edu/libraries/index.php. For information on accessing these databases from off campus, please go to http://www3.uakron.edu/library/gateway/connect/.

A Personal Identification Number (PIN) is required to use the remote authentication feature of OhioLINK and the UA Libraries Catalog. Remote authentication allows you to use licensed databases if you are not on campus. In order to obtain a PIN you must access a function in the UA Libraries Catalog that requires validation. An example of a function that requires validation is: “View Your Patron Record”, from this function, the UA Libraries Catalog system will ask you to create a PIN. Once created, you must remember your PIN to use it for remote authentication or to use various functions on the UA Libraries Catalog and OhioLINK systems. Your PIN is not the same as your UAnet ID.

Lost and Found

Items found in the Law Library are held at the Circulation/Reserve Desk. After one week, items left on the lost and found shelf are sent to the University Police Department. The Dean’s Office and the University Police also maintain a lost and found.

Maps

Maps of the Law Library are available on the pamphlet stand located inside the Law Library entrance. If you cannot find what you are looking for, please ask a Library staff person for assistance.

Microforms

The Law Library has many items that are only available on microfiche or microfilm. The UA Libraries Catalog record for a title will indicate whether an item is on microfilm or microfiche. The Law Library has several microform reader/printers. Copies are 10 cents a page.
Periodicals

A master list of periodicals held by the Law Library is kept at the Circulation/Reserve Desk. Bound periodicals are shelved alphabetically in Ranges 18-31. Current and unbound issues of periodicals are kept at the Circulation/Reserve Desk. These issues must be signed-out for use in the Law Library.

Photocopying

An outside vendor maintains the Law Library photocopiers. There are two photocopiers in Room 233 and one photocopier in Room 332 of the Law Library. Photocopies cost 7 cents per page. Students use their University of Akron Zip Card to operate the photocopiers. Students place value on their Zip Card to pay for photocopies. The Law Library has a Zip Card Value Transfer Station (VTS) located next to the Circulation/Reserve Desk. The VTS allows Zip Card holders to check value and make financial transactions with their card. If you do not have a Zip Card yet or you forgot or lost your Zip Card, you can use the VTS to purchase a courtesy Zip Card. A Courtesy Zip Card costs $2.00 - $1.00 covers the cost of the card, and the remaining $1.00 appears as value ($) on the card. Anytime after buying a card, you may increase the card’s value by following the instructions on the VTS. If the VTS is out of order, students may add value ($) to their Zip Card by depositing funds using a credit card via the Internet at www.onlinecardoffice.com/uakron. Students can also add value to their Zip Card by calling or visiting the Zip Card Office. The phone number for the Zip Card Office is 330-972-5637. The Zip Card office is located in the Student Union on the first floor, Room 106.

Reference Desk

The Reference Desk is located across from the Circulation/Reserve Desk. During the semester, reference service is generally available from 10 AM to 9 PM, Monday through Friday and Saturday 9 AM to 6 PM, and Sunday Noon to 6 PM. Occasionally there will be temporary interruptions in this schedule due to meetings, illnesses, etc.

Reserve Materials

Reserve materials and periodicals may be checked out at the Circulation/Reserve Desk for two-hour use within the Library. Reserve books may be checked-out overnight by signing out the book one hour before the Law Library closes and returning the book one hour after the Law Library opens. Fines are 50 cents per hour for each hour the materials are overdue.

Suggestions

The Library encourages you to make suggestions for the improvement of the Law Library’s services, equipment and collection. There is a Suggestion Box on the counter at Range 3, adjacent to the Reference Desk.

Telephones

Library telephones are for staff use and emergencies. There are public pay phones located in the student lounge and lobby area of the Law School. Please do not receive or place cell phone calls in open study areas of the Law Library. If you expect to place or receive calls, please move to the Law Library entrance area or to the area near the restrooms on the east end of the Law Library. Please speak softly so as not to disturb your fellow students.

Typewriters

Typing facilities are available in Room 332.
Additional Information

Please visit the Law Library’s Web Page at http://www.uakron.edu/law/library or feel free to ask library staff members for assistance.
XII. COMPUTERS AND TECHNOLOGY

The School of Law in conjunction with the Information Technology Services provides a wide variety of services for law students. Please see the following web sites for further information: Http://www.uakron.edu/law/computersupport/ and http://www.uakron.edu/its/index.php.

The School of Law operates two computer labs for law students use, located near the Circulation/Reserve Desk of the Law Library (second floor) and in room 31 of the Law Library. The computers are Dell Pentium 4 equipped with flat panel monitors, DVD/CD-RW combo drives, floppy diskette drives, and USB extension cables for use with any USB device. The second floor lab computers are equipped with 100 MB Zip drives. All computers are internet ready, utilize Microsoft Office, and have access to WESTLAW and LEXIS. Lab 301 can also be utilized as a classroom.

A student UAnet ID is required to access the University Network (UAnet). A student UAnet ID entitles you to a University email account with a 20 MB limit and 50 MB of ZipSpace; which is linked to the My Documents folder on all lab computers. The ZipSpace is capable of supporting a personal web site and your files are accessible from anywhere on the internet. Please see the following web sites for more information about ZipSpace.
http://www.uakron.edu/its/hoss/isss/zipspace_FAQ.php

Printing from personal computers. You can print from your laptop to the printers in the Law Library once you configure your laptop to do this. You must be using the Microsoft XP Professional operating system to do this. See the following information on configuring your laptop for printing in the School of Law. http://www.uakron.edu/law/computersupport/printersu.php.

The Law Library maintains three networked printers for student use from lab and personal laptop computers. The School of Law utilizes the Zip Print system, see http://www.uakron.edu/facilities/zipcard/zipprint.php for more information. The cost is 7 cents per page which can be deducted from the user’s Zip Card or a Courtesy Zip Card. The Law Library has a Zip Card Value Transfer Station (VTS) located next to the Circulation/Reserve Desk that students can use to add value to their Zip Card. Students may also use their credit card over the Internet or visit a Zip Card Office to add value. Each semester all law students are entitled to 200 free prints on their Zip Card.

LEXIS and WESTLAW printing can be sent to LEXIS and WESTLAW stand-alone printers behind the Circulation/Reserve desk at no charge. You must use the LEXIS and WESTLAW printing function to print to the LEXIS and WESTLAW stand-alone printers. Please report printing problems to the Computer Support Specialist, Ken Knipl in Room 267, or to the staff at either the Circulation/Reserve Desk or the Reference Desk.

Laptop examination procedures: Starting in the Fall of 2004 selected School of Law examinations may be taken using ExamSoft software.

Wireless network. Students with laptop computers may connect to the University’s wireless network if their laptops are configured properly. There are hardwired network connections in the Law Library for laptops at carrel C-2, C-3, and F-4. For assistance in configuring laptops for network access please see our Computer Support Specialist in Room 267.

Virus checking software. The School of Law maintains virus-checking software on all of its computers. Computer Solutions, located in the Student Union, can provide you with a 1-year license for home use for $2.00. Once purchased you may download updates free of charge. See our Computer Support Specialist, Ken Knipl in Room 267 or contact the University Computer Help
Desk at 330-972-6888 for further information on keeping your computers and computer files virus free.

- **OBEN (Ohio Broadband Educational Network).** The University of Akron provides a discounted high speed home access service to the Internet for students. See [https://oben.uakron.edu/applications/oben/](https://oben.uakron.edu/applications/oben/) for details.

- **VPN (Virtual Private Network)** allows you to use a commercial Internet Service Provider to gain off campus access to restricted University resources and web pages. A prime example is the many local and OhioLINK databases such as Hein Online. See [http://www.uakron.edu/its/hoss/helpdesk/homeaccess.php](http://www.uakron.edu/its/hoss/helpdesk/homeaccess.php) for details.

- **Computer Solutions.** The University of Akron’s computer store, is located in the Student Union Room 307. They offer various hardware and software packages along with a variety of computer related supplies. The email address is compstore@uakron.edu. The telephone number is 330-972-5308. The web site is [http://www.uakron.edu/vpcio/compstore/](http://www.uakron.edu/vpcio/compstore/).

- **Microsoft Agreement.** Students may purchase the following Microsoft software for either the PC or MAC via the University Enterprise Agreement with Microsoft. A student may buy only one copy of each product release and only one platform (Windows or MAC) of each product. A student may not buy the current version of Office for both Windows and MAC.
  
  - $20 – MS Windows XP Professional
  - $30 – MS Office 2003
  - $20 – MS Office v. X for Mac
  - $30 – MS VB.NET 2003
  - $20 – MS FrontPage 2002

- **The Help Desk for the University is located in room 69 in the Bierce Library.** It can be reached at 330-972-6888 and can provide the first level of support for computer related questions and problems to faculty, staff, students, alumni, and guests of the University.
  
  Hours for Fall and Spring semester:
  - Monday – Thursday: 7:30 AM – Midnight
  - Friday: 7:30 AM – 9:00 PM
  - Saturday: 9:00 AM – 8:00 PM
  - Sunday: Noon - Midnight

- **Other Resources** are available to assist you in learning software and solving problems with software and hardware. The University Libraries Catalog lists books about software. [http://library.uakron.edu/screens/opacmenu.html](http://library.uakron.edu/screens/opacmenu.html). OhioLINK also has online access to hundreds of technology titles that you can read online at Safari Books. [http://proquest.safaribooksonline.com/?uicode=ohlink](http://proquest.safaribooksonline.com/?uicode=ohlink). Remember to access this database you must go through an authorized computer gateway. See [http://www3.uakron.edu/library/gateway/connect](http://www3.uakron.edu/library/gateway/connect).
XIII. CAREER PLANNING & PLACEMENT

The School of Law maintains an active Law Career Planning and Placement Office that assists students and alumni with their career-related needs. The office offers a number of services to students and alumni including:

- Individual career consultation and coaching
- Job search strategies
- Practice interview programs
- Resume and cover letter consultation
- Interviewing skills consultation
- Judicial Clerkship Seminars
- Career Roundtable speaker/panel presentation series
- Attorney Mentor Program
- Minority Involvement Program
- On-Campus Interview Program
- Off-Campus Career Fairs
- Government Information Fair
- Externships through the School of Law Legal Clinic
- On-line employment bulletin board
- Alumni Advisory Network
- Extensive Career Planning Library
- Alternative career options

The University of Akron School of Law is an active member of the Ohio Law Placement Consortium (OLPC) and the National Association for Law Placement (NALP). The Career Planning & Placement Office coordinates the On-Campus Interview Program. Job fairs provide students the opportunity to interview for employment in various areas of general practice. The School of Law also participates in public interest law recruiting fairs held nationally; minority job fairs in Cleveland, Chicago, and across the country; and the Patent Law Interview Program held annually in Chicago.

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 are related to the individual’s skills, interest, academic credentials, law clerk and/or internship experience, market forces, interviewing style, etc. Experience suggests that if a student is geographically flexible and pursues an active career planning/job search campaign, that student will more readily find a satisfying position. We are proud to report that the employment rate of our graduates has been competitive with the national average.
XIV. 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 courses Clinical Seminar, Advocacy Teams, and Law Review, unless subject to other restrictions on course load that are triggered by a low grade point average.

Appellate Review Office

Most of the student-oriented clinical programs offered by the School of Law fall under the supervision of the Appellate Review Office. A unique and invigorating educational forum, the Appellate Review Office represents clients primarily in post conviction proceedings, other criminal matters and civil rights action actions under 42 U.S.C. Sec. 1983. Students can gain practical experience in a supervised setting. The office staff, composed of attorneys and up to sixteen, has pursued appeals in the State courts of appeal, the Supreme Court of Ohio, Ohio federal courts and the United States Supreme Court.

The student is responsible for researching and preparing drafts and/or briefs and corresponding with clients, the courts and attorneys. A student can work in the office after completing the first year and may receive academic credit. In addition, a staff of students is selected for paid positions. Students who have completed one-half of their credit hours may represent clients in federal court. Students who have completed two-thirds of their credit hours may represent clients in state court.

Trial Litigation Clinic

The School of Law’s clinical program also gives students experience in criminal misdemeanor and civil litigation. This comprehensive program requires interviewing, theory development, research, drafting pleadings and appearing in court. The students are responsible for the case from the initial interview to the final resolution of the case, i.e. trial or settlement.

Inmate Assistance Program

The Inmate Assistance Program, a student-supervised project, is the only one of its kind in the State of Ohio. Under the direction of student coordinators, participants visit local county jails and conduct interviews with inmates, providing legal materials and information on general criminal and civil problems. The program refines invaluable client interviewing skills and broadens understanding of the subtleties of the criminal justice system.

The New Business Legal Clinic (NBLC)

The NBLC provides low-cost legal and business assistance to small and emerging businesses in the local community. NBLC clinic students work in a law-firm like environment where they are responsible for client contact, documentation and billing hours.

Under the supervision of a licensed attorney, second and third year law students provide clients with legal and business advice including business planning, employment, contract/lease, tax and entity formation information. Students benefit by hands-on experience with real clients.

The NBLC provides advice and counsel to new or emerging businesses that have been in operation less than five (5) years, and with gross annual revenues less than $100,000, with a special emphasis on women and minorities. Clients pay a small retainer for the services of the NBLC.
Clinical Seminar I and II

External placements in public or not-for-profit agencies are also available. Placements are available with state and federal court judges, prosecutors, public defenders, legal aid attorneys, not-for-profit hospitals, and any other not-for-profit agency where an attorney is available to supervise students. To further complement this practical legal experience, a course component is offered which focuses on issues involving law practice. Students must contact the Legal Clinic before registering for this course to make arrangements for the placement. Each course may be taken for either 2 or 3 credits, but neither course may be repeated.

Legal Intern Certificates

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

In order to be eligible, a student must (1) meet the above described employment/association, (2) be in good academic standing and eligible to continue, and (3) must have completed at least 59 law school credits. Credits are not considered complete until grades have been submitted. The Legal Intern Certificate costs $25.00 (certified check or money order only) and is submitted to Law School Student Services with the application form. The normal time to receive the certificate is 10 to 14 days. Students may pick up an application form and the Court Rules from the Law School Student Services Office.

Clinical General Writing Requirement (GWR)

Students employed in the in-house Legal Clinic may receive GWR credit, with prior approval by the Clinic attorneys, for substantial written work.
XV. GENERAL INFORMATION

Policy Against Discrimination and Sexual Harassment

The University of Akron has a policy prohibiting discrimination upon a variety of factors. The policy provides:

“The University of Akron is an Equal Opportunity and Employment Institution. It is the policy of The University of Akron School of Law that there shall be no discrimination against any individual because of race, color, creed, sex, sexual orientation, disability, national origin, age, or religion. The University of Akron School of Law prohibits discrimination on these bases in education, employment, admissions and services to graduates. This nondiscrimination policy applies to all activities and programs and to all faculty, staff, and students. The University of Akron will not tolerate sexual harassment of any form in its programs and activities.

This non-discrimination policy applies to all students, faculty, staff, employees, and applicants.”

Should anyone be subjected to discrimination or harassment in violation of these policies, there are a variety of remedies open. The victim has the option of reporting complaints about such matters to any supervisor, including the Dean and members of the Dean’s staff (see Appendix D Section E). The Director, Affirmative Action/Equal Employment Opportunity, 277 Broadway, Rm. 210, serves in that capacity for the whole University. (See Appendix D).

Controlled Smoking Policy

On July 5, 2000, the University Board of Trustees approved a revised Controlled Smoking Policy. It states, in part, that the following areas are designated as “no smoking” areas: (1) All “places of public assembly” including but not limited to all university and college buildings owned by The University of Akron; (2) all interior areas of all university and college buildings which have been otherwise defined as not “places of public assembly,” including but not limited to theatre lobbies, restaurants, or other rooms used primarily for the service of food; and (3) outdoor facilities. For the complete policy, see http://www.uakron.edu/ogc/Rules/RulesByNumber.htm#GeneralPolicies, policy #3359-20-055.

Dean’s Office Fax Policy

Students are not permitted to receive or send personal faxes from the Dean’s Office fax machine. Assignments received via fax will not be forwarded to the Professor. Personal faxes received will not be forwarded to students, at the discretion of the Associate Dean.

Tax Law Journal

In a cooperative effort between students of the School of Law and the College of Business Administration and members of their faculties, The University of Akron publishes the Tax Law Journal that discusses recent developments in tax law and tax policy issues.

Administrative Briefs

The Administrative Briefs is the Dean’s Office newsletter to the students. It is published every two weeks during the school year and is available via the law school website. It is also published once during the summer and mailed to each student’s permanent address. The Administrative Briefs contains varied information of importance to law students such as information on on-campus interviews, registration, student organization meetings, scholarships, bar exams, and general announcements.
**Notary Public Services**

Notary Public Services are available for items that need to be notarized at the First Merit Bank located downtown on Main Street or National City Bank on East Exchange Street. Both are within easy walking distance of the law school.

**Counseling and Testing Center**

The Counseling, Testing and Career Center provides a wide range of psychological counseling, psychotherapy, testing, career planning, outreach and consulting serves 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. The Center is located in Simmons Hall. Phone numbers are: Counseling Services 330-972-7082 and Testing Services 330-972-7084. For more information visit their website at: [http://www.uakron.edu/counseling](http://www.uakron.edu/counseling).

**Center for Child Development**

The University of Akron Center for Child Development provides a variety of early childhood programs which are open to students, faculty, staff and the community. The trained teaching staff provides a stimulating learning environment and opportunities for growth in all areas of development – social, emotional, physical and intellectual.

The Center for Child Development is open year round between 7:30 AM and 6:00 PM Monday through Friday. The program offers hourly flextime and half day programs for children three to five years old and toilet trained. Full-day sessions are available for children 18 months to five years old.

A summer program is also offered for school-aged children. This program is offered from 7:30 AM until 6:00 PM.

For more information call the Center for Child Development 330-972-8210.

**Student Health Services**

The goal of Health Services is to assist students to achieve their educational and personal goals by addressing their health care concerns while they are enrolled at The University of Akron. Health Services provides primary care, minor urgent care and health promotion education. Health Services is located in Robertson Dining Hall immediately adjacent to the North Quad residence halls. Health Services is open from 8:00 AM to 5:00 PM Monday through Friday. For more information contact Health Services at 330-972-7808 or visit their website at [http://www.uakron.edu/health/](http://www.uakron.edu/health/).
## APPENDIX A – ACADEMIC TRACKS

### ACADEMIC TRACKS

**FULL-TIME (DAY) – BAR & REQUIRED COURSES**

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| **FALL**             | **SPRING** |
| Wills, Trusts & Estates I | 3 |
| Commercial Paper       | 3          |
| Secured Transactions   | 3          |
| Remedies               | 3          |
| Administration of Criminal Justice | 3 |
| Corporations           | 3          |
| Basic Business Associations | 3 |
| 6                     | 6          |

Required courses are in all capital letters.

*May be taken at any time, but must be completed before graduation.

All students must enroll in all required courses pursuant to the program of the School of Law (i.e., required courses must be taken in the order listed above). Except under rare and compelling circumstances, no student may drop a required course at any time.

AMENDED: July 2002

EFFECTIVE: Fall 2002
# ACADEMIC TRACKS

## FULL-TIME (DAY) - BUSINESS TRACK

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Required courses are in all capital letters. AMENDED: July 2002

***Track courses. These courses may not be offered every year. EFFECTIVE: Fall 2002

++ Offered by the College of Business Administration and may be offered in Fall or Spring: students must check with CBA.

*May be taken at any time, but must be completed before graduation

All students must enroll in all required courses pursuant to the program of the School of Law (i.e., required courses must be taken in the order listed above). Except under rare and compelling circumstances, no student may drop a required course at any time.
## ACADEMIC TRACKS

### FULL-TIME (DAY) - LITIGATION TRACK

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Required courses are in all capital letters. AMENDED: July 2002

*May be taken at any time, but must be completed before graduation. EFFECTIVE: Fall 2002

All students must enroll in all required courses pursuant to the program of the School of Law (i.e., required courses must be taken in the order listed above). Except under rare and compelling circumstances, no student may drop a required course at any time.

*Other courses of interest: Pretrial Advocacy; Alternative Dispute Resolution; Mediation Skills; Negotiations; Complex Litigation*
## ACADEMIC TRACKS

### FULL-TIME (DAY) - TAX TRACK

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Required courses are in all capital letters. AMENDED: July 2002

*May be taken at any time, but must be completed before graduation. EFFECTIVE: Fall 2002

++Offered by the College of Business Administration and may be offered in Fall or Spring: students must check with CBA.

***Offered once per year; semester varies.

All students must enroll in all required courses pursuant to the program of the School of Law (i.e., required courses must be taken in the order listed above). Except under rare and compelling circumstances, no student may drop a required course at any time.

Other courses of interest: Taxation of Nonprofit Entities; Accounting and Finance for Lawyers; Taxation of Intellectual Property.
## ACADEMIC TRACKS

### PART-TIME (EVENING) - BAR & REQUIRED COURSES

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Required courses are in all capital letters. AMENDED: July 2002

*May be taken at any time, but must be completed before graduation. EFFECTIVE: Fall 2002

All students must enroll in all required courses pursuant to the program of the School of Law (i.e., required courses must be taken in the order listed above). Except under rare and compelling circumstances, no student may drop a required course at any time.
## ACADEMIC TRACKS

### PART-TIME (EVENING) – BUSINESS TRACK

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Required courses are in all capital letters.

*May be taken at any time, but must be completed before graduation.

**Offered once per year; semester varies.

***May not be offered every year.

++ Offered by the College of Business Administration and may be offered in Fall or Spring; students must check with CBA.

All students must enroll in all required courses pursuant to the program of the School of Law (i.e., required courses must be taken in the order listed above). Except under rare and compelling circumstances, no student may drop a required course at any time.

AMENDED: July 2002

EFFECTIVE: Fall 2002
## ACADEMIC TRACKS

### PART-TIME (EVENING) - LITIGATION TRACK

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Required courses are in all capital letters.  
*May be taken at any time, but must be completed before graduation.  
**May be offered Fall Semester.  
***Track courses: not offered every year.

All students must enroll in all required courses pursuant to the program of the School of Law (i.e., required courses must be taken in the order listed above). Except under rare and compelling circumstances, no student may drop a required course at any time.

*Other courses of interest: Pretrial Advocacy; Alternative Dispute Resolution; Mediation Skills; Negotiation; Complex Litigation*
# ACADEMIC TRACKS

## PART-TIME (EVENING) - TAX TRACK

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Required courses are in all capital letters. AMENDED: July 2002

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***Track courses: not offered every year.

All students must enroll in all required courses pursuant to the program of the School of Law (i.e., required courses must be taken in the order listed above). Except under rare and compelling circumstances, no student may drop a required course at any time.

Other courses of interest: Taxation of Nonprofit Entities; Accounting and Finance for Lawyers; Taxation of Intellectual Property
APPENDIX B – WEB ENROLLMENT INFORMATION

To ensure students are provided with the most up-to-date class offerings, the Office of the University Registrar will no longer be producing the published paper-version of the Schedule of Classes beginning with the Fall 2003 registration period that begins on Friday, April 4, 2003. The biggest benefit of using the online class search method versus the printed Schedule of Classes is that the course information provided online is in REAL TIME. This means that the information listed for the course is CURRENT at the moment the user is viewing the information.

Course schedule information is made available through the Online Information Center located on The University of Akron’s home page at www.uakron.edu.

Easy course searches through the Online Information Center can be conducted by several methods. Students can either use their UANet ID and Password to log in or enter as a Guest. For detailed information on a UANet ID they can contact the Support Center at 330-972-6888, visit their website at https://gozips.uakron.edu/zid/user.html, or come in person to the Bierce Library room 69.

Once the student has entered the Online Information Center, they have two options to search for a class: 1) Class Search feature, or 2) Quick Class Search feature.
If the **Class Search** feature is selected, a screen will appear that gives the student the option to use the **Basic Search** or the **Advanced Search**.

If the **Quick Class Search** feature is selected, the student can enter a word and the search will return a list of all courses with the word “math” in the title.

A tutorial showing how to use the Online Information Center to search and register for courses is available on the Software Training and Technological Services website [http://www.uakron.edu/vpeio/training/student.php](http://www.uakron.edu/vpeio/training/student.php) titled **Web Enroll Tutorial**.

Questions regarding courses may be directed to the Office of the University Registrar by e-mail at Registrar@uakron.edu or by calling 330-972-8300.
APPENDIX C – STUDENT DISCIPLINARY CODE

THE UNIVERSITY OF AKRON SCHOOL OF LAW

Purpose

The purpose of this Student Disciplinary Code is to establish rules by which the students of the School of Law shall govern their conduct with respect to academic and other matters affecting the School of Law. This Code does not completely supersede The University of Akron Board of Trustees’ Resolution No. 3359-41-02, which prohibits certain student misconduct, prescribes sanctions for such misconduct, and established enforcement procedures. Students are hereby advised that misconduct not proscribed by this Code may violate Resolution 3359-41-02 and may result in disciplinary proceedings as provided in that Resolution. Misconduct that violates both this Code and Resolution No. 3359-41-02 will be subject to proceedings under the provisions of this Code. Students are responsible for familiarizing themselves with the provisions of both this Code and Resolution No. 3359-41-02.

1. Violations

A student violates this Code if he or she engages in conduct that is dishonest, deceitful, unfair, or otherwise inconsistent with high ethical standards of academic and professional responsibility.

Moreover, a student violates this Code if he or she knows of conduct that he or she believes to be in violation of this Code and fails to give a full and timely report of such conduct to a member of the administration or the faculty of the School of Law or to the Chair of the Student Disciplinary Committee.

The following examples provide illustration of a few types of conduct violating this Code, but in no way exhaust or limit types of violations.

A student violates this Code if:

a. In an examination, he or she uses material not authorized by the instructor.

b. In a paper or other coursework, he or she uses material inconsistent with the instructor’s instructions.

c. In any work, he or she fails to adequately identify the extent of reliance on the work of another person.

   (A student should identify by citation, and if appropriate, quotes, each work used and show the extent of use. A single citation which fails to indicate clearly the large portions of the work are used verbatim or even in modified form does not discharge the student’s responsibility.)

d. In any coursework, competition, or other matter related to the School or legal profession, he or she seeks to obtain an unfair advantage, for himself or herself or another.

   (This may include, for example, such conduct as misrepresenting completion time of an assignment, copying another’s work, obtaining unfair advance information regarding an exam, unfairly altering one’s own or another’s work or submitting work for credit that has been or is being used for another course, law review, one’s employment, or another person without full disclosure to and authorization from the instructor.)
e. He or she misuses or steals equipment, materials, or the property of the School, library, or another.

(For example, a student may not hide, damage, or steal library books or school supplies or use equipment or property without appropriate authority. Stealing a book, mail, or property of a student may also be a violation.)

f. He or she makes a false representation to any University authority.

(For example, it is a violation to give misleading information on an application to the School, on a registration or scholarship form, in any presentation to a faculty member regarding class or exam attendance or absence or completion of work or to participate in passing off of one person’s work for another’s on an exam, paper, or any other work.)

2. Student Disciplinary Committee

Membership: The Student Disciplinary Committee shall consist of all members of the Academic Committee of the Faculty with the exception of the person who will be appointed as investigator on the particular case before the Committee and will be ineligible to participate in the adjudication of that case, and three students appointed by the Student Bar Association. The student representatives to the Committee shall be appointed by the Executive Committee of the Student Bar Association, subject to the approval of a majority of the voting members of the Student Bar Association. The term of office shall run from the last day of the spring semester through the last day of the spring semester the following year. The Committee shall be chaired by the Chairperson of the Academic Committee of the Faculty or, in his or her absence, a member of the Academic Committee designated by the Chairperson of the Academic Committee.

Responsibilities: It is the responsibility of the Student Disciplinary Committee to determine whether a violation of the Code has occurred and, if so, to recommend to the Dean an appropriate sanction.

Participation in Adjudicatory Proceedings: A member of the Committee shall be ineligible to participate as a member of the Committee in an adjudicatory proceeding if he or she reported the alleged violation or will be a witness in the adjudicatory proceeding. A member of the Committee shall recuse himself or herself in the event of bias or prejudice preventing a fair adjudication of the matter.

Quorum: Sixty percent (60%) of the eligible members of the Committee shall constitute a quorum for purposes of that decision.

Number of Votes Required for Adjudicatory Decision: A finding of a violation requires an affirmative vote of sixty percent (60%) of the participating members. A recommendation as to the appropriate sanction requires a simple majority of the participating members.

Rulemaking Authority: Subject to the requirements stated herein, the Student Disciplinary Committee shall have the authority to promulgate rules governing its procedures for making adjudicatory decisions. A simple majority vote shall be necessary to promulgate such rules.

3. Investigation of Violations

Upon receiving a report of a suspected violation, the Chairperson of the Student Disciplinary Committee shall determine whether there is reasonable suspicion of a violation justifying further investigation. If the Chairperson determines that a reasonable suspicion exists, he or she shall appoint a faculty member of the Academic Committee to conduct a thorough investigation of the suspected violation. The Chairperson shall rotate appointments as investigators among the faculty members of the Committee.
If the identity of the suspected violator is known at the time that the investigation is commenced, he or she shall be notified of the investigation and the nature of the suspected violation at that time.

The investigation shall be kept confidential except to the extent that disclosure of information may be necessary to complete the investigation successfully.

If the Chairperson finds reasonable suspicion of conduct that does not violate this Code but that may violate Resolution No. 3359-41-02, he or she shall report the matter to the Associate Provost and Dean of Student Services in accordance with that Resolution.

4. Notice

Upon completion of the investigation, the Chairperson of the Student Disciplinary Committee shall determine whether there is probable cause to believe that a violation was committed.

It is anticipated that the investigation will be completed within twenty (20) business days of the date of notice to the suspected violator that an investigation is being initiated; or, if the identity of the suspected violator was unknown, then within twenty (20) business days of that date of appointment of the investigator. If the investigation is not completed by the twentieth (20th) business day, the Chairperson shall at that time notify the suspected violator (if identity is known) of the need for further investigation and that it is anticipated it will be completed by a specified date.

If the Chairperson determines that such probable cause does not exist, he or she shall so notify the student(s) who had been notified of the investigation pursuant to the previous paragraph. If the Chairperson determines that such probable cause does exist, he or she shall provide the student(s) suspected of violating the Code with written notice specifying in detail the nature of the suspected violation(s) and the date, time, and location of the Hearing. The Hearing shall be scheduled not earlier than one week nor more than four weeks following the date of the notice, unless there are compelling reasons for doing otherwise. A copy of this Code should accompany the notice.

On a request by the suspected violator, the Chairperson shall promptly provide the suspected violator with the following: the identity of any witnesses, the identity of any persons known to possess exculpating information, and an opportunity to examine all evidence available to the Committee. All persons so identified by this disclosure shall be promptly notified that disclosure of their identity has been made to the suspected violator. The Chairperson has a continuing duty to disclose requested information.

5. Hearing

The investigator shall present the case to the Committee.

The student suspected of violating this Code has the right to be present at the Hearing, the right to be accompanied by and to consult any person of his or her choosing, the right to hear the evidence against him or her, the right to confront and cross-examine adverse witnesses, and the right to call witnesses and present evidence on his or her own behalf respecting whether a violation occurred or in mitigation of punishment. The Hearing shall be held in private unless the suspected violator requests that it be held in public, and shall be recorded either electronically or stenographically. All deliberations of the Committee shall be conducted in private and shall not be recorded.

A finding of a violation shall be based only on clear and convincing evidence. The Committee is to make findings of fact and conclusions of law respecting the violation charged. The findings, conclusions, and recommendations of the Committee shall be stated in writing to the suspected violator and to the Dean. The findings and recommendations also shall be announced in writing to the Student
Body and to the Faculty in an appropriate form, but the announcement shall not specify the identity of the student.

If the Committee finds that a violation has occurred, it shall recommend a sanction to the Dean. If the student violator has not previously provided the Committee with information respecting the appropriateness of mitigation of punishment, the student violator is entitled to supplement the record with such information within ten (10) business days of notice of the findings and recommendation of the Committee. The investigator shall have an opportunity to respond to such information by further supplementation of the record within ten (10) business days of any supplementation provided by the student violator. For purposes of the deadlines specified in this paragraph, business days include all weekdays regardless of whether the University is in session except days designated by the Board of Trustees as University holidays.

If the Committee finds that no violation occurred, the Committee may identify concerns it may possess respecting the incident and may recommend to the Dean that the Dean privately advise the student of these Committee concerns. No reference shall be made in the student’s record that such advice was either recommended or given.

6. Review and Sanctions

The Committee may recommend any sanction within the power of the Dean to impose, ranging from a private reprimand to expulsion. The student may appeal the finding of a violation or recommendation of a sanction to the Dean.

If an appeal is brought, the Dean’s responsibility is to determine whether to affirm the finding of a violation, whether to impose the sanction recommended by the Committee, or to reverse the finding of a violation or to impose a different sanction. The Dean shall give substantial deference to the findings, conclusions, and recommendations of the Committee.

If there is no appeal, the Dean may impose the sanction recommended by the Committee or such other sanction, as the Dean considers appropriate.

Regardless of whether there is an appeal, the Dean shall specify in writing the reasons for the decision.

If an appeal is brought, the student shall file a notice of appeal from the Student Disciplinary Committee within five (5) business days of the notice to him or her of the Committee’s action. The Dean shall provide the student and/or his or her counsel with adequate access to the record below to perfect the appeal. A written brief may be filed no later than ten (10) business days after the notice of appeal. The investigator who presented the case to the Student Disciplinary Committee may respond with a written brief filed no later than five (5) business days following the filing of the student’s brief. The Dean may grant extensions of time to file briefs on good cause shown. The Dean shall render his or her decision within twenty (20) business days after the briefs have been filed. The Dean shall notify the student, the investigator, the Chairperson of the Student Disciplinary Committee, the Faculty, and the Provost or his or her designee, of his or her decision. The Dean’s decision also shall be announced in writing to the study body in appropriate form, but the announcement shall not specify the identity of the student. For purposes of the deadlines specified in this paragraph, business days include all weekdays regardless of whether the University is in session except days designated by the Board of Trustees as University holidays.

The procedures identified herein are the only procedures available respecting review or modification of actions undertaken pursuant to this Student Disciplinary Code.
Effective Date

This Code shall take effect on November 1, 1991, and shall apply to all alleged violations occurring on that date or thereafter. Any student suspected of a violation that occurred before November 1, 1991, may, at his or her option, elect to proceed under this Student Disciplinary Code rather than under the previous Code.

- October 10, 1991 Adopted by Academic Committee and Ratified by Faculty, School of Law

- Effective November 1, 1991, superseding Student Disciplinary Code in effect 06/05/89 through 10/31/91
APPENDIX D – SEXUAL HARASSMENT POLICY AND PROCEDURES

THE UNIVERSITY OF AKRON SCHOOL OF LAW

February 2, 1994

A) Statement of Policy

The University of Akron reaffirms its commitment to an academic, work, and study environment free of inappropriate and disrespectful conduct and communication in any form. All students, faculty, and staff shall be protected under the guidelines of this policy.

A copy of this policy shall be incorporated into all employee handbooks. It shall also be included in student orientation materials, including those distributed to students in professional schools. It shall also be published in scheduling materials each semester. Copies of this policy shall be available at appropriate University offices, including the offices of the Deans of each college, the University Library, Vice President for Student Services, the Affirmative Action Office, the Department of Human Resources, all other administrative offices, and other places specified by the Vice President for Administrative Support Services.

It shall be the policy of The University of Akron to prohibit any and all forms of sexual harassment. All students, faculty, and staff have a responsibility to assist in the enforcement of this policy, be aware of its contents, and to abide by its terms. All supervisory personnel shall insure that those who are under their supervision are aware of the policy, receive a copy of it, and shall from time to time reinforce the University’s commitment to the policy. From time to time, the Affirmative Action Office shall disseminate materials throughout the University concerning the effective prevention of sexual harassment.

By this policy, the University is providing notice that sexual harassment in any form will not be tolerated and that the procedures specified below shall be utilized to inform the University of incidents of harassment and to allow all students, faculty, and staff to prevent, report, and to eliminate sexual harassment from this campus.

B) Definitions

Sexual harassment is a form of sex discrimination, which violates state and federal laws respecting both employees and students. The definition used in this policy shall be interpreted consistent with such laws.

1) It consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct or communication of a sexual nature when:

   a) Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, or obtaining or retaining employment, of obtaining an education, or of obtaining educational benefits or opportunities; or

   b) Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual’s employment, education, educational benefits or opportunities; or

   c) Such conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual’s employment, education, educational benefits or opportunities, or creating an intimidating, hostile, or offensive employment or education environment. Any
sexual harassment as defined herein is limited to conduct or communication by someone in authority, but also includes any sexual harassment as defined herein when perpetrated on any student or employee by any other student or employee.

2) Sexual harassment is sexual conduct that is “unwelcome.” It may include, but is not limited to:

a) Uninvited verbal harassment or abuse such as sexual name calling, jokes, spreading sexual rumors, leers, or overly personal conversations of a sexual nature;

b) Subtle pressure for sexual activity;

c) Inappropriate patting, pinching, or fondling, pulling at clothes, or intentional brushing against a student’s or an employee’s body;

d) Demanding sexual favors accompanied by implied or overt threats concerning an individual’s employment or education status;

e) Demanding sexual favors accompanied by implied or overt promises of preferential treatment with regard to an individual’s employment or educational status;

f) Any sexually motivated unwelcome touching, concerning, or blocking an individual’s movement;

g) Conditioning a student’s grade or academic progress on submission on sexual activity;

h) Hanging or displaying inappropriate and sexually explicit pictures, posters, or drawings in the workplace;

i) A pattern of conduct intended to discomfort or humiliate, or both, a reasonable person at whom the conduct was directed that includes one or more of the following: (1) unnecessary touching or hugging; (2) remarks of a sexual nature about a person’s clothing or body; or (3) remarks about sexual activity or speculations about previous sexual experience.

The University recognized that not every advance or consent of a sexual nature constitutes harassment. Whether a particular action or incident is a personal social relationship without a discriminatory effect requires a determination based on all the facts and surrounding circumstances. False accusations of sexual harassment can have a serious detrimental effect on innocent parties and all others who are concerned. This policy shall not be used to bring frivolous or malicious charges against fellow students, faculty members or employees. Such charges may result in discipline against the offending individual pursuant to applicable University disciplinary procedures.

C) Retaliation

Under this policy, retaliation is defined as the undertaking of adverse action against students or employees for the exercise of rights under this policy; or for having brought forward a charge of discrimination or sexual harassment, testified, assisted, or participated in any manner in an investigation or hearing or other proceeding under this policy or pursuant to procedures provided by law. The exercise of such legally protected rights shall not reflect upon an individual’s status or affect future employment, grades, or assignments when such exercise is pursuant to the terms set forth in this policy.
D) Responsibility

1) All persons affiliated with the University have a responsibility to actively oversee and implement this policy. The Affirmative Action Officer shall facilitate and administer this policy consistent with the terms set forth herein and consistent with the state and federal rules, regulations, and laws governing this institution.

2) Any person who believes he or she has been the victim of sexual harassment by an employee, student, or visitor of the University, or any third person with knowledge or belief of such conduct, should report the alleged acts immediately to a University official listed in Section E) below.

3) Employees and students should make clear through affirmative conduct and/or verbal statements to an alleged harasser that such conduct is unwelcome and uninvited and should cease immediately. However, the employee’s or student’s inability to do so does not, in itself, negate the validity of the offensiveness of the conduct alleged.

E) Reporting and Investigating Procedures

Persons who believe they are the victim of sexual harassment have the right to file a complaint. Such complaints should be filed as quickly as possible, but not later than one hundred twenty (120) days after the incident in question, utilizing either the informal or formal procedures outlined below.

However, any sexual conduct defined as criminal conduct in accordance with Title 29 of the Ohio Revised Code shall be handled by the formal procedures outlined herein. The University reserves the right to refer such complaints to the appropriate external agency, including the prosecutor, police, or other appropriate investigative agency.

Informal Procedures

Those desiring to file complaints are strongly encouraged to utilize the procedures outlined below:

1) Any complainant who is an employee should contact his or her immediate supervisor, or if the supervisor is the alleged perpetrator or unavailable, the Vice President or head of the administrative unit.

2) Any complainant who is a student should contact immediately the Dean of the student’s college of the Assistant Vice President of Student Support Services.

3) The complainant who is a student should contact immediately the Dean of the student’s college or the Assistant Vice President of Student Support Services.

4) Third persons referenced in Section D) 2) above should contact any of the above-listed officials.

5) University personnel contacted about an incident or informal complaint of sexual harassment must report the incident/complaint to the Affirmative Action Officer as soon as possible. The Affirmative Action Officer shall be apprised of patterns of incidents or complaints as they may develop.
6) The Affirmative Action Office and the University official listed above shall promptly investigate and then attempt to resolve the complaint in cooperation with the University representative originally contacted when appropriate.

**Formal Procedures**

1) Should informal procedures not produce a resolution satisfactory to the complainant, the complainant has the right to file a formal complaint with the Affirmative Action Office.

2) Upon receiving a formal complaint, the Affirmative Action Office shall inform the alleged offender of the allegation and of the identity of the complainant. A written statement of the complaint shall be given to both parties. The Affirmative Action Office shall then conduct an investigation and fully inform the complainant and the accused of the results thereof.

**F) Resolution of a Complaint**

1) There shall be an aggressive effort on the part of all parties involved to resolve informal and formal complaints promptly.

2) Resolution of an informal complaint by the appropriate administrative person and/or the Affirmative Action Office shall occur within thirty (30) calendar days of submission of complaint. For a formal complaint, the Affirmative Action Office shall report the results of his/her investigation and any recommendation within sixty (60) calendar days.

3) Any faculty or staff person accused of sexual harassment is entitled to due process as specified in the faculty or staff manual or applicable collective bargaining agreement. Any student accused of sexual harassment is entitled to due process in accordance with established University disciplinary procedures applicable to students.

4) If the Affirmative Action Officer, based on his or her findings, concludes that there is a substantial likelihood that sexual harassment has taken place, these findings shall be forwarded immediately to the supervisor of the accused person, along with a recommendation for disciplinary action.

5) Violators of this policy may incur a variety of sanctions which may include, but not limited to, referral for counseling, written or oral reprimands, suspension with or without pay, termination, or referral to the criminal justice system.

6) Nothing contained herein shall be deemed to restrict or otherwise prohibit the complainant from filing a complaint with an appropriate external governmental agency, nor shall this policy be deemed as discouraging individuals from seeking legal counsel. However, it shall be the responsibility of such individuals to meet any agency filing deadlines.

7) In the event allegations are not substantiated, reasonable steps shall be taken to ensure that the accused suffers no damage to his/her reputation that may have been caused by the proceedings. Any complainant found to be dishonest in making allegations or who has been found to have made them maliciously shall be subject to University disciplinary action.

**G) Confidentiality**

All complaints of sexual harassment shall be considered confidential and only those persons necessary for the investigation and resolution of the complaints will be given information about them. The University will respect the confidentiality of the complainant and the individual against
whom the complaint is filed as much as possible consistent with the University’s legal obligations to protect the rights and security of its employees and students.

The Equal Employment Opportunity/Affirmative Action Office is located in rooms 209, 210 and 212, 277 S. Broadway Street Building, telephone 972-7300.
APPENDIX E – POLICY ON ACCOMMODATIONS TO HANDICAPPED STUDENTS

THE UNIVERSITY OF AKRON SCHOOL OF LAW

1. 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. After a disability specialist has reviewed your documentation, you will be asked to meet with one of them to discuss your eligibility status and 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.
APPENDIX F – CAREER PLANNING OFFICE ANTI-DISCRIMINATION POLICY
AND COMPLAINT PROCEDURES

THE UNIVERSITY OF AKRON SCHOOL OF LAW

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.

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” (a copy of which is attached) 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.

1 Except as is otherwise required by Ohio law.
(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.
APPENDIX G - PROCEDURE FOR LAW STUDENT CLAIMS OF DISCRIMINATION AND/OR HARASSMENT BY LAW FACULTY, ADMINISTRATION, OR STAFF

THE UNIVERSITY OF AKRON SCHOOL OF LAW

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.
APPENDIX H – PRELIMINARY GRADUATION AUDIT

Name: ____________________________________ FT/Day  OR  PT/Eve  Began Fall ________ Date: _____________

Projected Graduation Date: __________ Joint Degree: MBA  MPA  MTax  HR/MSM  (Required 88 credit hours)

Required Courses: (44 credit hours)

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Residency Weeks Computation Chart

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<tr>
<td></td>
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<tr>
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<td>SUMMER</td>
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Electives: (minimum 44 credit hours needed)

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Other Miscellaneous Requirements:

1st year GPA over 2.30? Yes or No

If no:
Minimum 18 credits of bar courses? ______
Maximum 12 credits non-exam courses? ______
Achieved 2.70+ GPA ______
Senior year GPA above 2.00 ______
Overall LGPA by end of last semester of law school ______
## APPENDIX I - RESIDENCY WEEKS CONVERSION TABLE

### CHART 1
Full-time (day) Students classified in the Full-time Classification, Fall & Spring Semesters

<table>
<thead>
<tr>
<th>Weeks of Residency</th>
<th>Credit Hours Completed</th>
<th>Full-Time</th>
<th>Part-Time Conversion (Day to Evening)</th>
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### CHART 2
Part-time (evening) Students classified in the Half-time Classification, Fall & Spring Semesters

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<th>Weeks of Residency</th>
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### CHART 3
Summer Session, All Classifications including Summer Transient Credits Equated to Semester

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<th>Weeks of Residency</th>
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