This Academic Advising Guide is provided for the convenience of USD law students by the Office for Law Student Affairs. This guide was published in February 2019 and is subject to change. This Academic Advising Guide is not a substitute for one-on-one academic advising or the official Student Handbook, Academic Rules and Administrative Policies and Procedures of the University of San Diego. Students are encouraged to consult both the Office for Law Student Affairs and the Academic Rules before making final academic planning decisions. Students are responsible for ensuring they meet all degree requirements.
May I switch from the full-time division to the part-time division or vice versa?
Yes. Students interested in transferring from the full-time division to the part-time division, or from the part-time division to the full-time division, must submit a request in writing to the Assistant Dean for Law Student Affairs. Students may only transfer between divisions once and it must be before the beginning of a student's fourth semester. Students subject to the Academic Supervision rules may not be eligible to switch divisions and should seek individualized academic counseling from the Assistant Dean for Law Student Affairs.

Do I really only have 18 pass/fail credits?
Yes and no. Instead of thinking of how many pass/fail credits you CAN have, remember that you must have 70 letter-graded credits out of a total of 88 credits to graduate. This means that you can take a few more pass/fail credits as long as you have 70 letter-graded credits when you graduate. Typically, however, students have 18 total pass/fail credits that can be applied toward the 88 credits needed to graduate. Note that you take two P/F credits for Experiential Advocacy Practicum during your first year. If you complete a judicial externship or the USD Washington, D.C. Externship Program (or if you visit, participate in a semester exchange, or transferred from another law school), you can submit a petition to the Office for Law Student Affairs to request a modification of the 70 graded credits requirement. Students should articulate within the petition how they used their pass/fail credit allotment and why an adjustment is requested. It is rare for a student to be granted more than three additional pass/fail credits. Students who have had petitions granted are typically allowed to graduate with 67 letter-graded credits instead of 70.

As a full-time student, may I take 17 credits in a regular semester?
Yes. Upon petition and approval by the Assistant Dean for Law Student Affairs, a full-time student may take 17 credits once in their law school career. The student must pay the per unit charge for the extra credit on top of their full-time block tuition.

As a part-time student, may I take 12 credits in a regular semester?
Yes. Upon petition and approval by the Assistant Dean for Law Student Affairs, a part-time student may take 12 credits once in their law school career. The student will still be classified as a part-time student for academic purposes (however, enrolling in 12 credits may result in full-time classification for other purposes, such as parking, etc.) The student must pay the per unit charge for the extra credit on top of their part-time block tuition.
FREQUENTLY ASKED QUESTIONS

May I visit away at another law school?
Yes. We would love for you to stay here, but students may visit for a semester away during their second year, or during their third year for “good cause.” Good cause will normally include when a spouse or registered domestic partner has had to relocate, a close family member is ill requiring the student to move home to care for the family member, or a part-time student’s employer has transferred the student from San Diego to another city. Good cause does not include that the student intends to practice law in the other city, a desire to save expenses by attending a state school or living at home, or that a boyfriend/girlfriend has relocated to another city. While students must take letter-graded credits at the host school, credits earned as a visiting student are transferable as a part-time student and will not affect the student’s GPA. Students interested in visiting must first consult with and receive approval from the Office for Law Student Affairs.

May I graduate in five full-time semesters or seven part-time semesters?
In limited circumstances, an option to graduate in five full-time regular semesters is available for full-time students who comply with all requirements and file a petition with the Office for Law Student Affairs no later than the last month of their third semester. The student must take at least 12 credits during each of the five regular semesters and earn at least 12 credits of summer school at USD. Upon approval of such a petition, a student may graduate in five full-time regular semesters with 12 or more summer credits completed at USD. If a student petitions to graduate early but has not taken 12 credits of summer school at USD, approval may be granted but the sixth semester of tuition will be charged to the student. Choosing the five semester and summers option may have adverse effects on employment or bar examination studies, so consult with Career & Professional Development and the Office for Law Student Affairs before pursuing this option.

In limited circumstances, an option to graduate in seven part-time regular semesters is available for part-time students who comply with all requirements and file a petition with the Office for Law Student Affairs no later than the last month of their fourth semester. The student must take at least 11 credits of summer school at USD. Upon approval of such a petition, a student may graduate in seven part-time regular semesters with 11 or more summer credits completed at USD. If a student petitions to graduate early but has not taken 11 credits of summer school at USD, approval may be granted but the eighth semester of tuition will be charged to the student. Choosing the seven semester and summers option may have adverse effects on employment or bar examination studies, so consult with Career & Professional Development and the Office for Law Student Affairs before pursuing this option.

May I take summer school classes and reduce my tuition during a regular (fall or spring) semester?
No. Payment for summer school courses is in addition to the regular semester tuition owed by each student. Although summer school is an additional out-of-pocket expense, some students find it beneficial to take summer school. Students should consult with the Office for Law Student Affairs to review their options.

May I take summer school classes and reduce my credit load during a regular semester?
Yes. Full-time students may take summer school classes (at USD or, upon approval, another law school) and then in subsequent regular semesters reduce their credit load below the required 12 credits (but never below eight credits). Students essentially “borrow” credits from a previous summer session in order to take less than 12 credits during a regular semester. Students are limited to “borrowing” up to four credits per semester. Please be aware that even though your credit load is below 12 credits does not mean you will pay a reduced tuition rate. You will still be billed for a full-time regular semester. Neither full-time nor part-time students may drop
ACADEMIC ADVISING GUIDE

The Torero Blue Book is designed to be a starting point for your journey at USD Law beyond your first year. Why just a starting point? Because inevitably you will have a question that is unique to you or a situation that arises that these pages do not address. Definitely start with the Torero Blue Book – but do not let your quest for information end here! The Office for Law Student Affairs is ready and available to assist you in creating your academic plan. The Torero Blue Book is intended to serve as a useful guide rather than a substitute for reading and understanding the Academic Rules and Student Handbook. Students are responsible for ensuring that they meet all degree requirements.

GRADUATION REQUIREMENTS

✓ QUICK CHECK

- 88 total credits minimum (70 of which must be letter-graded)
- Residency requirement (six semesters full-time or eight semesters part-time); requirement for transfer students is four semesters full-time or six semesters part-time
- Required courses (all first year courses plus Tax I, Professional Responsibility, Multistate Bar Exam Review, and Fundamentals of Bar Exam Writing)
- Upper Division Writing Requirement
- Experiential Course Requirement
- Minimum GPA of 2.00

1. You need 88 credits to graduate.
   For at least 70 of these 88 credits, students must earn a grade on the letter-grade grading scale specified in Academic Rule XVI.A.1. (“letter-graded credits”). That means that only 18 credits may be earned on either the H/P/L/F or P/F scales (“pass/fail credits”). However, students may petition for a reduction in required letter-graded credits if they participate in an approved visit, the USD Washington D.C. Externship Program, or enroll in a judicial externship for credit.
   At least 82 of the 88 credits must be taken at USD School of Law, unless a request to visit or exchange for a semester at another law school has been approved. Students must complete these credits within 72 months (six years) of starting law school. Typically it will take three or four years depending on the division (full-time or part-time).

2. You must “reside” at USD Law School for six full-time semesters or eight part-time semesters.
   Full-time students must attempt and pay for six full-time regular (fall or spring) semesters. A full-time regular semester is a minimum of 12 credits and a maximum of 16 credits.
   Part-time students must attempt and pay for eight part-time regular (fall or spring) semesters. A part-time regular semester is a minimum of eight credits and a maximum of 11 credits.
   Transfer students who have entered USD after spending their first year at another law school must attempt and pay for at least four full-time regular (fall or spring) semesters or six part-time regular (fall or spring) semesters in order to meet their residency requirement.

THE BAR EXAM — ONE & DONE

In order to be licensed to practice law in a particular state, you must pass that state’s licensing or “bar” exam. We are here to help you pass the bar on your first attempt, so embrace this motto now: Do it once, do it right – be One & Done!

Our One & Done bar programming provides a holistic approach to bar exam planning and preparation through curricular offerings and informational programming. We are confident that USD law students can pass the bar exam on the first attempt if they remain engaged in bar exam planning throughout their time as law students and complete their bar exam review courses during the preparation period.

There are several bar exam action items that you must complete while you are still a student, so be sure to refer to all One & Done communications you receive. The One & Done checklists are designed to keep you on track with your bar exam preparation by completing a just few steps each year. You can pick up a checklist in Law Student Affairs or the Academic Success Resource Center, or visit our website at www.sandiego.edu/law/current/bar-exam/what-is-one-and-done.php for more information.

To ensure your success on the bar exam, use all of the resources available to you, including:
- The One & Done Checklist: a year-by-year approach to bar exam planning
- USD’s Multistate Bar Exam Review course
- USD’s Fundamentals of Bar Exam Writing course
- Year-specific informational and Q&A workshops
- Substantive and skills lectures on a variety of bar exam topics
- And more...
Pro Bono and Volunteer Opportunities

Pro bono is short for pro bono publico, which means "for the public good." Pro bono work is legal work provided without compensation (or credits) and is part of a lawyer’s ethical obligation. Engaging in pro bono work while in law school encourages students to be lifelong volunteers. Through its Pro Bono Service Recognition program (www.sandiego.edu/law/current/pro-bono-volunteer.php), USD awards those students who have completed a minimum of 100 hours of pro bono legal service throughout their three or four years here. These students receive a certificate, the privilege of wearing a white cord signifying this accomplishment at graduation, and will be listed in our annual Honors Brochure. Getting involved with the Pro Bono Legal Advocates (PBLA) is one way for students to volunteer their time to give legal assistance to the local community. PBLA helps bring legal help to those who would otherwise be lost in the legal system or who might not be able to afford competent counsel. PBLA hosts several different programs, some of which are not specifically law-oriented. The hours are flexible and it is an easy way for students to get involved in the community. For more information, contact the Chair of PBLA at chair.pbla@gmail.com. The Advocates for Children and Education (ACE) and Pride Law also hold programs that students can volunteer for and earn pro bono hours.

Academic Success Program (ASP)

Our Director of Academic Success and Bar Programs, Professor Kevin Sherrill, hires and trains Academic Success Fellows each year for all first-year courses. A Fellow is an upper-division law student who, whenever possible, has taken the class previously from the same professor, did very well in the class, and will attend the class again with first year students to be a resource for that class. Professor Sherrill and his team conduct one-on-one academic strategy meetings and academic skills workshops throughout the year. If you are interested in participating in any Academic Success programming or serving as a Fellow next year, please contact the Office for Academic Success and Bar Programs.

Scholarships and Writing Competitions

After the first year, scholarships for varying amounts may be offered to students in each year of the full- and part-time divisions. Throughout the year, the Financial Aid Office posts announcements from the legal community about outside scholarship opportunities (www.sandiego.edu/law/financial-aid/types/scholarships/law-outside.php). Visit this website on a regular basis as it is updated frequently with additional scholarship opportunities. Students also have an opportunity to submit their work to a writing competition and win an opportunity to be published and prize money. Information about writing competitions can be found online at www.sandiego.edu/law/current/writing-competitions.php. There are a variety of topics that students can write on and deadlines vary.

Summer school allows full-time students to take fewer than 12 credits in a fall or spring semester, though students will still pay full-time tuition as if they had attempted 12 to 16 credits. If a student has credits from a prior summer school session, they may apply those summer credits towards satisfying the requirement of attempting 12 credits in a regular semester. Students can only reduce a regular semester load by up to four credits (no full or part-time student may ever go below eight credits in a regular semester).

Example: Ben takes and pays for three credits in the summer. Ben decides to apply those credits to the upcoming fall semester, and therefore only takes nine credits that fall. Ben still pays full-time tuition in the fall, but has lightened their course load to allow more time to work.

No more than seven credits may be taken in any single summer, regardless of whether the student is full-time or part-time.

3. You must take and pass (receive a grade of 1.1 or above in letter-graded or a P or above in H/P/L/F and P/F courses) all required courses.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Procedure</td>
<td>4</td>
</tr>
<tr>
<td>Constitutional Law I</td>
<td>4</td>
</tr>
<tr>
<td>Contracts</td>
<td>4</td>
</tr>
<tr>
<td>Criminal Law</td>
<td>4</td>
</tr>
<tr>
<td>Property</td>
<td>4</td>
</tr>
<tr>
<td>Torts</td>
<td>4</td>
</tr>
<tr>
<td>Legal Writing and Research I and II</td>
<td>4</td>
</tr>
<tr>
<td>Experiential Advocacy Practicum I and II</td>
<td>2</td>
</tr>
<tr>
<td>Professional Responsibility</td>
<td>3</td>
</tr>
<tr>
<td>Tax I(^2)(^3)</td>
<td>3 (or 4)</td>
</tr>
<tr>
<td>Multistate Bar Exam Review(^2,3)</td>
<td>4</td>
</tr>
<tr>
<td>Fundamentals of Bar Exam Writing(^2,3)</td>
<td>2</td>
</tr>
</tbody>
</table>

Total Required Credits\(^4\) = 42 (or 43)

\(^1\) First-year part-time students take some of the required first-year courses in the second year.
\(^2\) Courses required after the first year; Tax I may be taken for either 3 or 4 credits.
\(^3\) This requirement is waived for students who complete their second year (or third year, for part-time students) with a GPA of 3.3 or above.
\(^4\) Students who complete their first or second year with a GPA of 2.8 or below are subject to Academic Supervision and are required to take additional courses. More information is provided later in this guide.
4. You must satisfy the upper division writing requirement.

The upper division writing requirement may be satisfied in one of the following ways:

Successful completion of a graded writing course after the first year. See Academic Rule I.H. for what constitutes a graded writing course. Courses that meet these requirements are designated with "Requirement(s): Writing" in the course description or with "Law - Upper Division Writing LWRT" under "Attributes" in the class schedule (from the class schedule, click on the course name, then click "Attributes" on the left).

OR

Scholarly written work submitted to the Law Review, San Diego International Law Journal or Journal of Contemporary Legal Issues for publication, upon certification of the approving faculty member.

Please be aware that successful completion of the writing requirement is not determined by the student’s grade in or completion of the course or written work, but is separately indicated by the professor in the manner specified by the Registrar’s Office.

5. You must satisfy the experiential course requirement.

The experiential course requirement may be satisfied by successfully completing one or more experiential course(s) totaling at least six credits. Experiential course electives are designated by the Dean. A course will be included on this list if it is a simulation course, a law clinic or a field placement and if it meets the requirements encompassed in ABA Standard of Approval for Law Schools 303(a)(3). Courses that meet these requirements are designated with "Requirement(s): Experiential" in the course description or with "Law - Experiential E" under "Attributes" in the class schedule (from the class schedule, click on the course name, then click "Attributes" on the left).

NOTE: Certain courses may be designated as meeting either the upper division writing requirement or the experiential course requirement. A course cannot count for both requirements, so for such courses a student must make an election as to which requirement they intend for the course to fulfill. This election is made in class at the beginning of the semester and the election is final.

6. You must graduate with a minimum GPA of 2.00.
Waitlists

If you are not able to enroll in a class because it is closed, put yourself on the waitlist. Placing yourself on an automated waitlist allows you to reserve a place in line for the next available seat in the section. When a student drops a class, the first student on the waitlist will be eligible to register in the section.

The automated waitlist system is managed by the larger university. The law school and professors do not have the ability to modify the waitlist procedure or students on the waitlist. But never fear! Registration is never a one day process! The registration period remains open throughout the semester and the summer/winter breaks (closing temporarily during the study and final exam periods). You may still get that class you want, it just might be later in the process than you hoped. Stay patient.

Some important things to know about the automated waitlist process:
- Placing yourself on a waitlist does NOT guarantee that you will eventually be able to enroll in the course.
- Open seats are offered based on your position on the waitlist. The first person who signs up for the waitlist is the first person offered an opening.
- Notifications of an open seat are sent by email to your @sandiego.edu email account only. Please be sure to check that account frequently if you are on a waitlist.
- You have 24 hours from the time of email notification to register for the course. If you do not register in that time period, you are dropped from the waitlist and the next person on the waitlist is offered the open seat. THERE ARE NO EXCEPTIONS TO THE 24-HOUR RULE.
- In order to be added to a waitlist, you must meet the same prerequisite restrictions as if registering for the course.
- You may add yourself to the waitlist for a different section of a course in which you are already enrolled. Be aware that if you are offered an open seat, you will need to drop the section you are enrolled in and resolve any time conflicts with other registered courses. You must drop yourself from the other section before moving from waitlisted to registered status in your designated class.
- You may waitlist for more than one section of the same course.
- Once you drop a class, if it has a waitlist, you will not be allowed to add it again. You will have to add yourself to the end of the waitlist. Be sure you want to make the change because you cannot reverse the drop after the "Submit Changes" button is clicked.

It is important to note that professors do not have any control over which students are let off of their waitlists. In other words, a professor may not allow a student to “jump” the waitlist outside of the automated university-wide waitlist system. If a student has a critical need to enroll in a class for which they are on the waitlist, the student should come to the Office for Law Student Affairs rather than to the professor. There is no guarantee of enrollment in a specific course.

GRADEs

√ QUICK CHECK
- A minimum GPA of 2.2 at the end of each regular semester maintains good academic standing.
- A GPA of 2.8 or lower at the end of any academic year results in Academic Supervision.

Grading Policy

The School of Law uses the following grading system:

<table>
<thead>
<tr>
<th>Effective Fall 2015:</th>
<th>Grade</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.2 – 4.3</td>
<td></td>
</tr>
<tr>
<td>A</td>
<td>3.9 – 4.1</td>
<td></td>
</tr>
<tr>
<td>A-</td>
<td>3.6 – 3.8</td>
<td></td>
</tr>
<tr>
<td>B+</td>
<td>3.2 – 3.4</td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>2.9 – 3.1</td>
<td></td>
</tr>
<tr>
<td>B-</td>
<td>2.5 – 2.8</td>
<td></td>
</tr>
<tr>
<td>C+</td>
<td>2.2 – 2.4</td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>1.9 – 2.1</td>
<td></td>
</tr>
<tr>
<td>C-</td>
<td>1.5 – 1.8</td>
<td></td>
</tr>
<tr>
<td>D+</td>
<td>1.3 – 1.4</td>
<td></td>
</tr>
<tr>
<td>D</td>
<td>1.1 – 1.2</td>
<td></td>
</tr>
<tr>
<td>F</td>
<td>1.00</td>
<td></td>
</tr>
<tr>
<td>H (Honors)</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>P (Pass)</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>L (Low Pass)</td>
<td>1.70</td>
<td></td>
</tr>
</tbody>
</table>

First Year Course Grading “Curve”

Grades for all letter-graded first-year courses can range from 1.0 to 4.3 on a mandatory curve. The average of the grades for each course must be between 3.15 and 3.25. The grade distribution must be as follows:
- 20-25% of students must receive a grade in the range of 3.7 or above.
- 20-25% of students must receive a grade of 2.6 or below.
- 8-12% of students must receive a grade of 2.0 or below, and these students also count toward satisfying the requirement that 20-25% receive grades of 2.6 or below.

Legal Writing and Research is graded pursuant to the upper year course grading curve.
Upper Year Course Grading “Curve”

Grades for upper-division courses which are not on the H/P/L/F or P/F scale can range from 1.0 to 4.3 on a mandatory curve. The average of the grades for each course must be between 3.3 and 3.4. The grade distribution must be as follows:

- 20-25% of students must receive a grade of 3.7 or above.
- 25-30% of students must receive a grade of 3.0 or below.
- No more than 8% of students may receive a grade of 2.0 or below.

**EXCEPTION:** The curve is only recommended, rather than mandatory, for upper year courses with an enrollment of fewer than 20 students and for graduate tax courses (except Tax I and Corporate Tax). The mean for such courses cannot exceed 3.6.

Ranking

Many students and employers like to understand where a certain cumulative GPA ranks against other GPAs for the same class year. At USD, first-year full-time JD students are not ranked after the fall semester, but only after the first year. First-year part-time students are not ranked until their third semester (however, they can obtain a letter from the Office of the Registrar indicating their approximate rank had they been ranked with the first-year full-time students). In addition, only the top 25% of each group of JD students receive an ordinal rank on their transcript. Following is an example using the spring 2018 GPA cut-off rankings for 1L students:

<table>
<thead>
<tr>
<th>Rank</th>
<th>Spring 2018 GPA Cut-Off for 1L Full-Time Students (225 total students)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Top 10%</td>
<td>3.72</td>
</tr>
<tr>
<td>Top Quarter</td>
<td>3.42</td>
</tr>
<tr>
<td>Top Third</td>
<td>3.31</td>
</tr>
<tr>
<td>Top Half</td>
<td>3.06</td>
</tr>
</tbody>
</table>

Students are encouraged to talk with Career & Professional Development about how best to address “rankings” questions from employers.

Good Academic Standing

Students must maintain a cumulative GPA of 2.2 to remain in good academic standing. First-year students who complete their first year with a cumulative GPA below 2.2 are academically disqualified.

Students who are disqualified after their first year with a cumulative average of at least 2.0 but below 2.2 may petition for readmission. First-year students who complete their first year with a cumulative GPA below 2.0 cannot petition for readmission.

Registration Procedures: Using the BANNER system on MySanDiego

Below are brief instructions on how to register for courses using the BANNER student system. More information can be found online at www.sandiego.edu/law/registrar/registration/.

- Log into the MySanDiego portal with your USD username and password.
- On the left side under “Torero Hub,” select “Law Student.” Scroll down to the Banner Registration Tools area.
- Click “New Add/Drop Registration.”
- Select “Register for Classes” and select the semester you are registering for.
- In the “Register for Classes” section, be prepared to input the CRNs of the courses for which you want to register.

**Registration Tip:** Check to ensure that your chosen courses do not conflict or overlap for even one minute in time, otherwise the system will come back with an error message.

- Once you submit your CRNs, you will see a summary screen. This screen will show either the classes you added or any errors you may have encountered.

**Registration Tip:** If you receive a message that the course you select is "Reserve Restricted" it is due to the fact that a number of seats have been reserved for special categories of students. This message indicates that the class is currently closed to additional students at this time. If these reserved seats are not utilized they will become available to additional students near the start of the semester.

**Registration Tip:** If you receive a message that the "section is closed" but the "waitlist is open" then you may manually add yourself to the waitlist.

- Check your summary screen to confirm that you are successfully registered for courses.

- You can also drop a class or remove yourself from a waitlist using the "New Add/Drop Registration" link. Use extra caution when dropping classes with waitlists. The moment you drop, a space opens for another student and everyone else moves up on the waitlist. If you drop in error, your only option is to add yourself to the end of the waitlist (if the waitlist is still open). Please note, the BANNER system will prevent you from ever dropping your last class. If you wish to drop your last class, you must contact the Office for Law Student Affairs.

If you experience technical difficulties during registration, please contact the Help Desk at help@sandiego.edu or (619) 260-7900.
REGISTRATION

Students should visit the following web pages before their registration date in order to construct their academic schedule and back up plans:

Course Descriptions can be found online at www.sandiego.edu/law/academics/curriculum/course-descriptions.php

Course Schedule can be found on MySanDiego. Under "Torero Hub," click on "Law Student." Under "Banner Registration Tools" click "Look Up Classes." Select the semester you want to view. In the "College" drop down menu, select "School of Law" then hit the "Search" button. You can sort by title by clicking on "Title" at the top of the left-hand column. Take note of the four-digit "CRN" number (in the sixth column) for the courses you would like to take. You will use the CRN to register for classes.

Course Frequency Guide can be found online at www.sandiego.edu/law/academics/curriculum/course-frequency.php

Exam Schedule can be found online at www.sandiego.edu/law/registrar/exams/schedule.php. When looking at exam dates, be sure to consider the exam accommodation policy at www.sandiego.edu/law/registrar/exams/accommodations.php.

Concentration information can be found online at www.sandiego.edu/law/academics/jd-program/concentrations.

Course Evaluations are available for review in Academic Success and Bar Programs (Warren Hall Room 206).

Be sure to check your "Registration Status" in the MySanDiego portal well in advance to ensure there are no holds that will prevent you from registering.

Students are able to register for summer school and for fall classes during the spring semester (usually in March or April of each year). Students are able to register for spring classes during the fall semester (usually October or November of each year).

For Fall 2019, registration for all continuing law students has been scheduled as follows:

- **Friday, March 29, 2019 at 7:00 a.m.**
  - All JD students who will be in the part-time program
  - All LLM and MSLS students
- **Monday, April 1, 2019 at 7:00 a.m.**
  - All rising 3L JD students who will be in the full-time program
- **Thursday, April 4, 2019 at 7:00 a.m.**
  - All rising 2L JD students who will be in the full-time program

Students should log into MySanDiego no later than 6:45 a.m. on their registration date. Registration begins promptly at 7:00 a.m.

Each semester, online registration for courses is unavailable during the study period and the final exam period.

Academic Supervision

The Academic Supervision program provides a select group of students with additional support and coursework to help improve their academic performance. Students who complete their first year of law study with a cumulative GPA of 2.8 or below are subject to a program of Second Year Academic Supervision.

A student’s grade in Legal Writing and Research will be included in the GPA calculation for this purpose only to the extent the grade does not increase the cumulative GPA.

Academic Rule I.M.2. applies to those students who are subject to the Second Year Academic Supervision program, which incorporates additional graduation requirements. Students who are subject to Academic Supervision will be contacted by the Assistant Dean for Law Student Affairs.

Students who complete their second year of law study with a cumulative GPA of 2.8 or below are subject to a program of Third Year Academic Supervision (Academic Rule I.M.3.).

Students who are placed into an Academic Supervision program must meet all program requirements in order to remain enrolled and/or graduate.
**CHOOSING CLASSES**

After your first year, you have the opportunity to choose from a wide range of elective courses to fulfill the 88 required credits. As a reminder, the four classes you **must** take after your first year are Tax I, Professional Responsibility, Multistate Bar Exam Review, and Fundamentals of Bar Exam Writing. Additionally, you must satisfy the upper division writing and experiential course requirements (see page 6 for more information).

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- No more than two Supervised Independent Research credits earned over all combined semesters may count toward your degree.
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Schedule a one-on-one advising session for guidance on selecting bar subject electives.

**Concentrations**
Many students come to law school with a particular practice area in mind for their future career or quickly develop a special interest. USD offers concentration options in ten key practice areas. These concentrations highlight curricular strengths, offering a rich selection of courses taught by leading scholars and expert practitioners. Each concentration requires 18 credits and a 2.2 cumulative GPA in the concentration courses. Successful completion of a concentration is noted on your law school transcript.

Concentrations are offered in:
- Business and Corporate Law
- Children's Rights
- Civil Litigation
- Criminal Litigation
- Employment and Labor Law
- Environmental and Energy Law
- Health Law
- Intellectual Property
- International Law
- Public Interest Law

Students ready to focus their study after the first year can immediately start taking courses to count towards a concentration. For those who do not know in which area of law they would like to practice, the concentration curriculum can serve as an informal guide for shaping their education or enhance career preparation. To see what courses are required for each concentration, visit the concentrations web page (www.sandiego.edu/law/academics/jd-program/concentrations). For assistance in planning your schedule to meet the requirements of a concentration, contact Director for Law Student Affairs Irene Meloney.
Electives
Students must take 42-43 credits of required courses, leaving 45-46 credits in elective courses that they can choose. Students can opt to take more than 88 total credits. In addition to the suggested bar subject courses and the path to a concentration, there are other elective options to consider. Law school is your chance to explore many areas of law and to find out where your passion lies. When looking at the course offerings, ask yourself "What interests me?" USD offers an assortment of courses in many areas of the law and society. The offerings include Animal Law, Bankruptcy, Business Law, Corporate Law, Criminal Law, Family Law, International Law, Intellectual Property, International Wildlife Law, Public Interest Law, Real Estate Law, and Taxation. There is a wide variety of substantive law courses, and there are several different opportunities for students to gain clinical experience.

Clinics: USD has over a dozen legal clinics which provide excellent practical legal training early in your law school career. Clinical programs offer students the opportunity to train under experienced professors and attorneys, learn professional responsibility in the real world, and acquire interpersonal skills. There are several different opportunities for students to gain clinical experience.

Legal Clinics: The Legal Clinics offer a wide range of practice specialties. All Legal Clinics are supervised by a practicing attorney and are eligible for academic credit. All are available to USD students. There is a minimum of 40 hours of legal work per credit. Students are responsible for all travel, books, and other expenses. Students will be required to have a criminal background check completed prior to placement. All Clinics require 25 to 30 hours per week of work plus legal work, and you may be contacted for an interview by the professor. Overall, the clinic provides valuable hands-on experience. Students work in small teams and are supervised by a faculty member. The clinic provides an excellent opportunity to train under experienced professors and attorneys, learn professional responsibility in the real world, and acquire interpersonal skills. There are several different opportunities for students to gain clinical experience.

Center for Public Interest Law (CPIL): CPIL’s mission is to harness the power of the law to institute positive social change by educating the next generation of leaders. CPIL offers a yearlong course, Public Interest Law and Practice (PILP). In PILP, students learn the tools needed to create systemic change at the public policy level in all three branches of government in California. Students are taught the substantive law governing state regulatory agencies and have the rare opportunity to study them in real time. Students monitor the activities of one state agency, attend agency meetings, observe agency rulemaking, and track litigation and legislation. Students will be assigned an agency, which are published in the California Regulatory Law Reporter. After successful completion of PILP, students may enroll in the Public Interest Law Clinic and design an individualized research and/or advocacy project.

Legal Research Center, south side; (619) 260-4806; www.sandiego.edu/cpil/

Children’s Advocacy Institute (CAI): CAI is one of the nation’s premier academic, research, and advocacy organizations working to improve the lives of children and youth. CAI trains law students to be effective child advocates through its Child Advocacy Clinic offerings. Students who wish to participate in a Child Advocacy Clinic must first take (or be concurrently enrolled in) Child Rights and Remedies.

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Energy Policy Initiatives Center (EPIC): EPIC is a research center that studies energy policy issues affecting the San Diego region and California. EPIC sponsors the Energy Law and Policy Clinic, a unique opportunity for students to work in partnership with a related state agency to conduct legal and policy research on a topical issue. Students participate in the Law and Policy Clinic and work with an agency to conduct legal and policy research on a topical issue. Energy Policy Initiatives Center, south side; (619) 260-4589; www.sandiego.edu/epic/

Field Placement Program: There are several opportunities for students to receive academic credit for part-time legal work performed under the supervision of an attorney at approved placement sites. In addition to hands-on work at the placement sites, students enroll in a faculty-taught course designed to enhance the placement experience. Students work a minimum of 50 hours per credit. Students should consult with the Office of Career and Professional Development if they are interested in any of these opportunities. Please note that under the Field Placement Program, academic credit may not be earned for work at private law firms. More information about the various programs can be found online (www.sandiego.edu/law/academics/clinics-externships/externships/).

Agency Externship Program: The Agency Externship Program allows students academic credit for work in the legal department of a corporation, company or other business entity. Students may also work in non-legal departments of a corporation as long as they are supervised by an on-site licensed attorney. Students can earn up to six academic credits per regular semester and up to four credits per summer semester.

Corporate Counsel Externship Program: This program allows students to earn academic credits for working in the legal department of a corporation, company or other business entity. Students may also work in non-legal departments of a corporation as long as they are supervised by an on-site licensed attorney. Students can earn up to six academic credits per regular semester and up to four credits per summer semester.

Judicial Externship Program: The Judicial Externship Program allows students to earn academic credits for their work with judges in state or federal trial or appellate courts. The primary purpose of these placements is to translate academic legal education into practical adjudicative decision making, thus helping students understand how the courts work and how attorneys, judges and litigants succeed and fail in the process. Judicial externs also hone their skills in research, writing, and oral communication. Students can earn up to six academic credits per regular semester and up to four credits per summer semester.

Washington, D.C. Externship Program: This program allows students to spend the entire fall semester working in Washington, D.C. with a government or public interest agency, non-profit organization, judicial placement, think tank, or advocacy organization. This is a unique opportunity for students to learn about the role of government, public policy, and agency lawyers or advocates in our legal system. Along with the work component, students will also be enrolled in graded courses. Students can earn up to 15 academic credits in the program. In addition to the work and class component, students will gain valuable experience, meet with USD alumni working in our nation’s capital, cement new professional contacts, and enhance their professional profile. More information about the program can be found online (www.sandiego.edu/law/academics/clinics-externships/externships/washington-dc.php).
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Students must take 42-43 credits of required courses, leaving 45-46 credits in elective courses that they can choose. Students can opt to take more than 88 total credits. In addition to the suggested bar subject courses and the path to a concentration, there are other elective options to consider. Law school is your chance to explore many areas of law and to find out where your passion lies. When looking at the course offerings, ask yourself "What interests me?" USD offers an assortment of courses in many areas of the law and society. The offerings include Animal Law, Trademark Law, Employment Discrimination, Child Rights and Remedies, International Business Transactions, and Civil Rights Theories Seminar just to name a few! We recommend that you use your elective credits to explore these areas and get to know the professors teaching these courses. Your main source of information about USD's course offerings can be found on the course descriptions web page (www.sandiego.edu/law/academics/coursecourse-descriptions.php).

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Barcelona Hall, Room 305; (619) 260-7470; www.sandiego.edu/law/academics/clinics-externships/externships/clinics-externships.php

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REGISTRATION
Students should visit the following web pages before their registration date in order to construct their academic schedule and back up plans:

**Course Descriptions** can be found online at [www.sandiego.edu/law/academics/curriculum/course-descriptions.php](http://www.sandiego.edu/law/academics/curriculum/course-descriptions.php)

**Course Schedule** can be found on MySanDiego. Under "Torero Hub," click on "Law Student." Under "Banner Registration Tools" click "Look Up Classes." Select the semester you want to view. In the "College" drop down menu, select "School of Law" then hit the "Search" button. You can sort by title by clicking on "Title" at the top of the left-hand column. Take note of the four-digit "CRN" number (in the sixth column) for the courses you would like to take. You will use the CRN to register for classes.

**Course Frequency Guide** can be found online at [www.sandiego.edu/law/academics/curriculum/course-frequency.php](http://www.sandiego.edu/law/academics/curriculum/course-frequency.php)

**Exam Schedule** can be found online at [www.sandiego.edu/law/registrar/exams/schedule.php](http://www.sandiego.edu/law/registrar/exams/schedule.php). When looking at exam dates, be sure to consider the exam accommodation policy at [www.sandiego.edu/law/registrar/exams/accommodations.php](http://www.sandiego.edu/law/registrar/exams/accommodations.php).

**Concentration** information can be found online at [www.sandiego.edu/law/academics/jd-program/concentrations](http://www.sandiego.edu/law/academics/jd-program/concentrations).

**Course Evaluations** are available for review in Academic Success and Bar Programs (Warren Hall Room 206).

Be sure to check your "Registration Status" in the MySanDiego portal well in advance to ensure there are no holds that will prevent you from registering.

Students are able to register for summer school and for fall classes during the spring semester (usually in March or April of each year). Students are able to register for spring classes during the fall semester (usually October or November of each year).

For Fall 2019, registration for all continuing law students has been scheduled as follows:

- **Friday, March 29, 2019 at 7:00 a.m.**
  - All JD students who will be in the part-time program
  - All LLM and MSLS students
- **Monday, April 1, 2019 at 7:00 a.m.**
  - All rising 3L JD students who will be in the full-time program
- **Thursday, April 4, 2019 at 7:00 a.m.**
  - All rising 2L JD students who will be in the full-time program

Students should log into MySanDiego no later than 6:45 a.m. on their registration date. Registration begins promptly at 7:00 a.m.

Each semester, online registration for courses is unavailable during the study period and the final exam period.

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**Academic Supervision**

The Academic Supervision program provides a select group of students with additional support and coursework to help improve their academic performance. Students who complete their first year of law study with a cumulative GPA of 2.8 or below are subject to a program of **Second Year Academic Supervision**.

A student’s grade in Legal Writing and Research will be included in the GPA calculation for this purpose only to the extent the grade does not increase the cumulative GPA.

Academic Rule I.M.2. applies to those students who are subject to the Second Year Academic Supervision program, which incorporates additional graduation requirements. Students who are subject to Academic Supervision will be contacted by the Assistant Dean for Law Student Affairs.

Students who complete their second year of law study with a cumulative GPA of 2.8 or below are subject to a program of **Third Year Academic Supervision** (Academic Rule I.M.3.).

Students who are placed into an Academic Supervision program must meet all program requirements in order to remain enrolled and/or graduate.
Upper Year Course Grading “Curve”
Grades for upper-division courses which are not on the H/P/L/F or P/F scale can range from 1.0 to 4.3 on a mandatory curve. The average of the grades for each course must be between 3.3 and 3.4. The grade distribution must be as follows:
- 20-25% of students must receive a grade of 3.7 or above.
- 25-30% of students must receive a grade of 3.0 or below.
- No more than 8% of students may receive a grade of 2.0 or below.

EXCEPTION: The curve is only recommended, rather than mandatory, for upper year courses with an enrollment of fewer than 20 students and for graduate tax courses (except Tax I and Corporate Tax). The mean for such courses cannot exceed 3.6.

Ranking
Many students and employers like to understand where a certain cumulative GPA ranks against other GPAs for the same class year. At USD, first-year full-time JD students are not ranked after the fall semester, but only after the first year. First-year part-time students are not ranked until their third semester (however, they can obtain a letter from the Office of the Registrar indicating their approximate rank had they been ranked with the first-year full-time students). In addition, only the top 25% of each group of JD students receive an ordinal rank on their transcript. Following is an example using the spring 2018 GPA cut-off rankings for 1L students:

<table>
<thead>
<tr>
<th>Rank</th>
<th>Spring 2018 GPA Cut-Off for 1L Full-Time Students (225 total students)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Top 10%</td>
<td>3.72</td>
</tr>
<tr>
<td>Top Quarter</td>
<td>3.42</td>
</tr>
<tr>
<td>Top Third</td>
<td>3.31</td>
</tr>
<tr>
<td>Top Half</td>
<td>3.06</td>
</tr>
</tbody>
</table>

Students are encouraged to talk with Career & Professional Development about how best to address "rankings" questions from employers.

Good Academic Standing
Students must maintain a cumulative GPA of 2.2 to remain in good academic standing. First-year students who complete their first year with a cumulative GPA below 2.2 are academically disqualified.

Students who are disqualified after their first year with a cumulative average of at least 2.0 but below 2.2 may petition for readmission. First-year students who complete their first year with a cumulative GPA below 2.0 cannot petition for readmission.

Registration Procedures: Using the BANNER system on MySanDiego
Below are brief instructions on how to register for courses using the BANNER student system. More information can be found online at www.sandiego.edu/law/registrar/registration/.

- Log into the MySanDiego portal with your USD username and password.
- On the left side under "Torero Hub," select "Law Student." Scroll down to the Banner Registration Tools area.
- Click "New Add/Drop Registration."
- Select "Register for Classes" and select the semester you are registering for.
- In the "Register for Classes" section, be prepared to input the CRNs of the courses for which you want to register.
  
  **Registration Tip:** Check to ensure that your chosen courses do not conflict or overlap for even one minute in time, otherwise the system will come back with an error message.

- Once you submit your CRNs, you will see a summary screen. This screen will show either the classes you added or any errors you may have encountered.
  
  **Registration Tip:** If you receive a message that the course you select is "Reserve Restricted" it is due to the fact that a number of seats have been reserved for special categories of students. This message indicates that the class is currently closed to additional students at this time. If these reserved seats are not utilized they will become available to additional students near the start of the semester.

  **Registration Tip:** If you receive a message that the "section is closed" but the "waitlist is open" then you may manually add yourself to the waitlist.

- Check your summary screen to confirm that you are successfully registered for courses.
- You can also drop a class or remove yourself from a waitlist using the "New Add/Drop Registration" link. Use extra caution when dropping classes with waitlists. The moment you drop, a space opens for another student and everyone else moves up on the waitlist. If you drop in error, your only option is to add yourself to the end of the waitlist (if the waitlist is still open). Please note, the BANNER system will prevent you from ever dropping your last class. If you wish to drop your last class, you must contact the Office for Law Student Affairs.
- If you experience technical difficulties during registration, please contact the Help Desk at help@sandiego.edu or (619) 260-7900.
Waitlists

If you are not able to enroll in a class because it is closed, put yourself on the waitlist. Placing yourself on an automated waitlist allows you to reserve a place in line for the next available seat in the section. When a student drops a class, the first student on the waitlist will be eligible to register in the section.

The automated waitlist system is managed by the larger university. The law school and professors do not have the ability to modify the waitlist procedure or students on the waitlist. But never fear! Registration is never a one day process! The registration period remains open throughout the semester and the summer/winter breaks (closing temporarily during the study and final exam periods). You may still get that class you want, it just might be later in the process than you hoped. Stay patient.

Some important things to know about the automated waitlist process:

- Placing yourself on a waitlist does NOT guarantee that you will eventually be able to enroll in the course.
- Open seats are offered based on your position on the waitlist. The first person who signs up for the waitlist is the first person offered an opening.
- Notifications of an open seat are sent by email to your @sandiego.edu email account only. Please be sure to check that account frequently if you are on a waitlist.
- You have 24 hours from the time of email notification to register for the course. If you do not register in that time period, you are dropped from the waitlist and the next person on the waitlist is offered the open seat. THERE ARE NO EXCEPTIONS TO THE 24-HOUR RULE.
- In order to be added to a waitlist, you must meet the same prerequisite restrictions as if registering for the course.
- You may add yourself to the waitlist for a different section of a course in which you are already enrolled. Be aware that if you are offered an open seat, you will need to drop the section you are enrolled in and resolve any time conflicts with other registered courses. You must drop yourself from the other section before moving from waitlisted to registered status in your designated class.
- You may waitlist for more than one section of the same course.
- Once you drop a class, if it has a waitlist, you will not be allowed to add it again. You will have to add yourself to the end of the waitlist. Be sure you want to make the change because you cannot reverse the drop after the “Submit Changes” button is clicked.

It is important to note that professors do not have any control over which students are let off of their waitlists. In other words, a professor may not allow a student to “jump” the waitlist outside of the automated university-wide waitlist system. If a student has a critical need to enroll in a class for which they are on the waitlist, the student should come to the Office for Law Student Affairs rather than to the professor. There is no guarantee of enrollment in a specific course.

GRADES

✓ QUICK CHECK

- A minimum GPA of 2.2 at the end of each regular semester maintains good academic standing.
- A GPA of 2.8 or lower at the end of any academic year results in Academic Supervision.

Grading Policy

The School of Law uses the following grading system:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.2–4.3</td>
</tr>
<tr>
<td>A</td>
<td>3.9–4.1</td>
</tr>
<tr>
<td>A-</td>
<td>3.5–3.8</td>
</tr>
<tr>
<td>B+</td>
<td>3.2–3.4</td>
</tr>
<tr>
<td>B</td>
<td>2.9–3.1</td>
</tr>
<tr>
<td>B-</td>
<td>2.5–2.8</td>
</tr>
<tr>
<td>C+</td>
<td>2.2–2.4</td>
</tr>
<tr>
<td>C</td>
<td>1.9–2.1</td>
</tr>
<tr>
<td>C-</td>
<td>1.5–1.8</td>
</tr>
<tr>
<td>D+</td>
<td>1.3–1.4</td>
</tr>
<tr>
<td>D</td>
<td>1.1–1.2</td>
</tr>
<tr>
<td>F</td>
<td>1.00</td>
</tr>
<tr>
<td>H (Honors)</td>
<td>N/A</td>
</tr>
<tr>
<td>P (Pass)</td>
<td>N/A</td>
</tr>
<tr>
<td>L (Low Pass)</td>
<td>1.70</td>
</tr>
</tbody>
</table>

First Year Course Grading “Curve”

Grades for all letter-graded first-year courses can range from 1.0 to 4.3 on a mandatory curve. The average of the grades for each course must be between 3.15 and 3.25. The grade distribution must be as follows:

- 20-25% of students must receive a grade in the range of 3.7 or above.
- 20-25% of students must receive a grade of 2.6 or below.
- 8-12% of students must receive a grade of 2.0 or below, and these students also count toward satisfying the requirement that 20-25% receive grades of 2.6 or below.

Legal Writing and Research is graded pursuant to the upper year course grading curve.
4. You must satisfy the upper division writing requirement.

The upper division writing requirement may be satisfied in one of the following ways:

Successful completion of a graded writing course after the first year. See Academic Rule I.H. for what constitutes a graded writing course. Courses that meet these requirements are designated with "Requirement(s): Writing" in the course description or with "Law - Upper Division Writing LWRT" under "Attributes" in the class schedule (from the class schedule, click on the course name, then click "Attributes" on the left).

OR

Scholarly written work submitted to the Law Review, San Diego International Law Journal or Journal of Contemporary Legal Issues for publication, upon certification of the approving faculty member.

Please be aware that successful completion of the writing requirement is not determined by the student’s grade in or completion of the course or written work, but is separately indicated by the professor in the manner specified by the Registrar's Office.

5. You must satisfy the experiential course requirement.

The experiential course requirement may be satisfied by successfully completing one or more experiential course(s) totaling at least six credits. Experiential course electives are designated by the Dean. A course will be included on this list if it is a simulation course, a law clinic or a field placement and if it meets the requirements encompassed in ABA Standard of Approval for Law Schools 303(a)(3). Courses that meet these requirements are designated with "Requirement(s): Experiential" in the course description or with "Law - Experiential E" under "Attributes" in the class schedule (from the class schedule, click on the course name, then click "Attributes" on the left).

NOTE: Certain courses may be designated as meeting either the upper division writing requirement or the experiential course requirement. A course cannot count for both requirements, so for such courses a student must make an election as to which requirement they intend for the course to fulfill. This election is made in class at the beginning of the semester and the election is final.

6. You must graduate with a minimum GPA of 2.00.

BEYOND THE CLASSROOM

After your first year, you will find that there are many co-curricular and off-campus activities that can enhance your time at USD. Getting involved as a student allows you to explore different areas of law and meet different members of the USD and San Diego legal communities. However, be careful not to over-schedule or commit yourself to too many of these activities, as the academic component of law school should remain your primary focus.

Student Activities and Leadership Opportunities

The Student Bar Association (SBA) is the umbrella organization for all law student organizations at USD. The SBA also serves as the student voice before the faculty and administration. The executive board is composed of the President, Vice President, Vice President of Student Organizations, Treasurer, and Secretary. These positions are filled through a general election process held each spring. Class representatives, ABA representatives, and Honor Code Hearing Committee members also comprise the main student leadership positions and are also elected in the same spring election. You do not have to be an elected officer to participate in SBA. A great way to get involved with the SBA is to attend SBA meetings which occur every other Monday at noon in Warren Hall Room 131. Committees are formed, regulations are adopted, events are planned and you can participate in it all.

For more information, check out SBA’s TWEN page. You can also email the SBA President at USDLawPres@gmail.com.

In addition, USD offers ample opportunity to enrich your legal education and leadership skills through participation in more than 40 student organizations. Many of these clubs represent group concerns, plan speaker programs and networking events, provide study assistance, participate in and sponsor competitions, host social activities, and promote community relations. Read your weekly SIDEBAR email for information on their meetings and events. Joining a student organization is a great way to meet other students and local attorneys. You can view a list of our current student organizations online at www.sandiego.edu/law/student-life/student-organizations/.

The Office for Law Student Affairs offers leadership training to SBA and student organization officers to enhance the management, communication, and effectiveness of these groups. In addition, all student organizations are required to register with the Office for Law Student Affairs every year. Among other things, registration allows organizations to receive SBA and supplemental funding, obtain assistance with event planning, make room reservations, and announce upcoming events and meetings to a school-wide audience. If you do not see a student organization with your interest, you can create one! Make an appointment to see Director for Law Student Affairs Irene Meloney to learn more about the process.
Pro Bono and Volunteer Opportunities

Pro bono is short for pro bono publico, which means “for the public good.” Pro bono work is legal work provided without compensation (or credits) and is part of a lawyer’s ethical obligation. Engaging in pro bono work while in law school encourages students to be lifelong volunteers. Through its Pro Bono Service Recognition program (www.sandiego.edu/law/current/pro-bono-volunteer.php), USD awards those students who have completed a minimum of 100 hours of pro bono legal service throughout their three or four years here. These students receive a certificate, the privilege of wearing a white cord signifying this accomplishment at graduation, and will be listed in our annual Honors Brochure. Getting involved with the Pro Bono Legal Advocates (PBLA) is one way for students to volunteer their time to give legal assistance to the local community. PBLA helps bring legal help to those who would otherwise be lost in the legal system or who might not be able to afford competent counsel. PBLA hosts several different programs, some of which are not specifically law-oriented. The hours are flexible and it is an easy way for students to get involved in the community. For more information, contact the Chair of PBLA at chair.pbla@gmail.com. The Advocates for Children and Education (ACE) and Pride Law also hold programs that students can volunteer for and earn pro bono hours.

Academic Success Program (ASP)

Our Director of Academic Success and Bar Programs, Professor Kevin Sherrill, hires and trains Academic Success Fellows each year for all first-year courses. A Fellow is an upper-division law student who, whenever possible, has taken the class previously from the same professor, did very well in the class, and will attend the class again with first year students to be a resource for that class. Professor Sherrill and his team conduct one-on-one academic strategy meetings and academic skills workshops throughout the year. If you are interested in participating in any Academic Success programming or serving as a Fellow next year, please contact the Office for Academic Success and Bar Programs.

Scholarships and Writing Competitions

After the first year, scholarships for varying amounts may be offered to students in each year of the full- and part-time divisions.

Throughout the year, the Financial Aid Office posts announcements from the legal community about outside scholarship opportunities (www.sandiego.edu/law/financial-aid/types/scholarships/jd-outside.php). Visit this website on a regular basis as it is updated frequently with additional scholarship opportunities. Students also have an opportunity to submit their work to a writing competition and win an opportunity to be published and prize money. Information about writing competitions can be found online at www.sandiego.edu/law/current/writing-competitions.php. There are a variety of topics that students can write on and deadlines vary.

Summer school allows full-time students to take fewer than 12 credits in a fall or spring semester, though students will still pay full-time tuition as if they had attempted 12 to 16 credits. If a student has credits from a prior summer school session, they may apply those summer credits towards satisfying the requirement of attempting 12 credits in a regular semester. Students can only reduce a regular semester load by up to four credits (no full or part-time student may ever go below eight credits in a regular semester).

Example: Ben takes and pays for three credits in the summer. Ben decides to apply those credits to the upcoming fall semester, and therefore only takes nine credits that fall. Ben still pays full-time tuition in the fall, but has lightened their course load to allow more time to work.

No more than seven credits may be taken in any single summer, regardless of whether the student is full-time or part-time.

3. You must take and pass (receive a grade of 1.1 or above in letter-graded or a P or above in H/P/L/F and P/F courses) all required courses.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Procedure</td>
<td>4</td>
</tr>
<tr>
<td>Constitutional Law I</td>
<td>4</td>
</tr>
<tr>
<td>Contracts</td>
<td>4</td>
</tr>
<tr>
<td>Criminal Law</td>
<td>4</td>
</tr>
<tr>
<td>Property</td>
<td>4</td>
</tr>
<tr>
<td>Torts</td>
<td>4</td>
</tr>
<tr>
<td>Legal Writing and Research I and II</td>
<td>4</td>
</tr>
<tr>
<td>Experiential Advocacy Practicum I and II</td>
<td>2</td>
</tr>
<tr>
<td>Professional Responsibility²</td>
<td>3</td>
</tr>
<tr>
<td>Tax I²</td>
<td>3 (or 4)</td>
</tr>
<tr>
<td>Multistate Bar Exam Review²,³</td>
<td>4</td>
</tr>
<tr>
<td>Fundamentals of Bar Exam Writing²,³</td>
<td>2</td>
</tr>
</tbody>
</table>

Total Required Credits⁴ 42 (or 43)

¹ First-year part-time students take some of the required first-year courses in the second year.
² Courses required after the first year; Tax I may be taken for either 3 or 4 credits.
³ This requirement is waived for students who complete their second year (or third year, for part-time students) with a GPA of 3.3 or above.
⁴ Students who complete their first or second year with a GPA of 2.8 or below are subject to Academic Supervision and are required to take additional courses. More information is provided later in this guide.
ACADEMIC ADVISING GUIDE

The Torero Blue Book is designed to be a starting point for your journey at USD Law beyond your first year. Why just a starting point? Because inevitably you will have a question that is unique to you or a situation that arises that these pages do not address. Definitely start with the Torero Blue Book – but do not let your quest for information end here! The Office for Law Student Affairs is ready and available to assist you in creating your academic plan. The Torero Blue Book is intended to serve as a useful guide rather than a substitute for reading and understanding the Academic Rules and Student Handbook. Students are responsible for ensuring that they meet all degree requirements.

GRADUATION REQUIREMENTS

✓ QUICK CHECK

- 88 total credits minimum (70 of which must be letter-graded)
- Residency requirement (six semesters full-time or eight semesters part-time); requirement for transfer students is four semesters full-time or six semesters part-time
- Required courses (all first year courses plus Tax I, Professional Responsibility, Multistate Bar Exam Review, and Fundamentals of Bar Exam Writing)
- Upper Division Writing Requirement
- Experiential Course Requirement
- Minimum GPA of 2.00

1. You need 88 credits to graduate.

For at least 70 of these 88 credits, students must earn a grade on the letter-grade grading scale specified in Academic Rule XVI.A.1. (“letter-graded credits”). That means that only 18 credits may be earned on either the H/P/L/F or P/F scales (“pass/fail credits”). However, students may petition for a reduction in required letter-graded credits if they participate in an approved visit, the USD Washington D.C. Externship Program, or enroll in a judicial externship for credit.

At least 82 of the 88 credits must be taken at USD School of Law, unless a request to visit or exchange for a semester at another law school has been approved. Students must complete these credits within 72 months (six years) of starting law school. Typically it will take three or four years depending on the division (full-time or part-time).

2. You must “reside” at USD Law School for six full-time semesters or eight part-time semesters.

Full-time students must attempt and pay for six full-time regular (fall or spring) semesters. A full-time regular semester is a minimum of 12 credits and a maximum of 16 credits.

Part-time students must attempt and pay for eight part-time regular (fall or spring) semesters. A part-time regular semester is a minimum of eight credits and a maximum of 11 credits.

Transfer students who have entered USD after spending their first year at another law school must attempt and pay for at least four full-time regular (fall or spring) semesters or six part-time regular (fall or spring) semesters in order to meet their residency requirement.

THE BAR EXAM — ONE & DONE

In order to be licensed to practice law in a particular state, you must pass that state’s licensing or “bar” exam. We are here to help you pass the bar on your first attempt, so embrace this motto now: Do it once, do it right — be One & Done!

Our One & Done bar programming provides a holistic approach to bar exam planning and preparation through curricular offerings and informational programming. We are confident that USD law students can pass the bar exam on the first attempt if they remain engaged in bar exam planning throughout their time as law students and complete their bar exam review courses during the preparation period.

There are several bar exam action items that you must complete while you are still a student, so be sure to refer to all One & Done communications you receive. The One & Done checklists are designed to keep you on track with your bar exam preparation by completing a just few steps each year. You can pick up a checklist in Law Student Affairs or the Academic Success Resource Center, or visit our website at www.sandiego.edu/law/current/bar-exam/what-is-one-and-done.php for more information.

To ensure your success on the bar exam, use all of the resources available to you, including:

- The One & Done Checklist: a year-by-year approach to bar exam planning
- USD’s Multistate Bar Exam Review course
- USD’s Fundamentals of Bar Exam Writing course
- Year-specific informational and Q&A workshops
- Substantive and skills lectures on a variety of bar exam topics
- And more...
FREQUENTLY ASKED QUESTIONS

May I visit away at another law school?

Yes. We would love for you to stay here, but students may visit for a semester away during their second year, or during their third year for “good cause.” Good cause will normally include when a spouse or registered domestic partner has had to relocate, a close family member is ill requiring the student to move home to care for the family member, or a part-time student’s employer has transferred the student from San Diego to another city. Good cause does not include that the student intends to practice law in the other city, a desire to save expenses by attending a state school or living at home, or that a boyfriend/girlfriend has relocated to another city. While students must take letter-graded credits at the host school, credits earned as a visiting student come back as transfer credit and will not affect the student's GPA. Students interested in visiting must first consult with and receive approval from the Office for Law Student Affairs.

May I graduate in five full-time semesters or seven part-time semesters?

In limited circumstances, an option to graduate in five full-time regular semesters is available for full-time students who comply with all requirements and file a petition with the Office for Law Student Affairs no later than the last month of their third semester. The student must take at least 12 credits during each of the five regular semesters and earn at least 12 credits of summer school at USD. Upon approval of such a petition, a student may graduate in five full-time regular semesters with 12 or more summer credits completed at USD. If a student petitions to graduate early but has not taken 12 credits of summer school at USD, approval may be granted but the sixth semester of tuition will be charged to the student. Choosing the five semester and summers option may have adverse effects on employment or bar examination studies, so consult with Career & Professional Development and the Office for Law Student Affairs before pursuing this option.

In limited circumstances, an option to graduate in seven part-time regular semesters is available for part-time students who comply with all requirements and file a petition with the Office for Law Student Affairs no later than the last month of their fourth semester. The student must take at least 11 credits of summer school at USD. Upon approval of such a petition, a student may graduate in seven part-time regular semesters with 11 or more summer credits completed at USD. If a student petitions to graduate early but has not taken 11 credits of summer school at USD, approval may be granted but the eighth semester of tuition will be charged to the student. Choosing the seven semester and summers option may have adverse effects on employment or bar examination studies, so consult with Career & Professional Development and the Office for Law Student Affairs before pursuing this option.

May I take summer school classes and reduce my tuition during a regular (fall or spring) semester?

No. Payment for summer school courses is in addition to the regular semester tuition owed by each student. Although summer school is an additional out-of-pocket expense, some students find it beneficial to take summer school. Students should consult with the Office for Law Student Affairs to review their options.

May I take summer school classes and reduce my credit load during a regular semester?

Yes. Full-time students may take summer school classes (at USD or, upon approval, another law school) and then in subsequent regular semesters reduce their credit load below the required 12 credits (but never below eight credits). Students essentially “borrow” credits from a previous summer session in order to take less than 12 credits during a regular semester. Students are limited to “borrowing” up to four credits per semester. Please be aware that even though your credit load is below 12 credits does not mean you will pay a reduced tuition rate. You will still be billed for a full-time regular semester. Neither full-time nor part-time students may drop
below eight credits in a regular semester, regardless of whether they took summer school.

May I switch from the full-time division to the part-time division or vice versa?
Yes. Students interested in transferring from the full-time division to the part-time division, or from the part-time division to the full-time division, must submit a request in writing to the Assistant Dean for Law Student Affairs. Students may only transfer between divisions once and it must be before the beginning of a student’s fourth semester. Students subject to the Academic Supervision rules may not be eligible to switch divisions and should seek individualized academic counseling from the Assistant Dean for Law Student Affairs.

Do I really only have 18 pass/fail credits?
Yes and no. Instead of thinking of how many pass/fail credits you CAN have, remember that you must have 70 letter-graded credits out of a total of 88 credits to graduate. This means that you can take a few more pass/fail credits as long as you have 70 letter-graded credits when you graduate. Typically, however, students have 18 total pass/fail credits that can be applied toward the 88 credits needed to graduate. Note that you take two P/F credits for Experiential Advocacy Practicum during your first year. If you complete a judicial externship or the USD Washington, D.C. Externship Program (or if you visit, participate in a semester exchange, or transferred from another law school), you can submit a petition to the Office for Law Student Affairs to request a modification of the 70 graded credits requirement. Students should articulate within the petition how they used their pass/fail credit allotment and why an adjustment is requested. It is rare for a student to be granted more than three additional pass/fail credits. Students who have had petitions granted are typically allowed to graduate with 67 letter-graded credits instead of 70.

As a full-time student, may I take 17 credits in a regular semester?
Yes. Upon petition and approval by the Assistant Dean for Law Student Affairs, a full-time student may take 17 credits once in their law school career. The student must pay the per unit charge for the extra credit on top of their full-time block tuition.

As a part-time student, may I take 12 credits in a regular semester?
Yes. Upon petition and approval by the Assistant Dean for Law Student Affairs, a part-time student may take 12 credits once in their law school career. The student will still be classified as a part-time student for academic purposes (however, enrolling in 12 credits may result in full-time classification for other purposes, such as parking, etc.) The student must pay the per unit charge for the extra credit on top of their part-time block tuition.
This Academic Advising Guide is provided for the convenience of USD law students by the Office for Law Student Affairs. This guide was published in February 2019 and is subject to change. This Academic Advising Guide is not a substitute for one-on-one academic advising or the official Student Handbook, Academic Rules and Administrative Policies and Procedures of the University of San Diego. Students are encouraged to consult both the Office for Law Student Affairs and the Academic Rules before making final academic planning decisions. Students are responsible for ensuring they meet all degree requirements.