

University of San Francisco School of Law

Curriculum Guide*

(NOTE: an electronic version of this document is contained on the law school's website on the "Student Services", under the section titled "Advising & Support")

* Information about Course Requirements, Choosing Electives, Certificates, Course Clusters, Curricular and Co-Curricular Activities (including clinics, externships, journals, advocacy teams, tutoring, international summer programs), and Summer School Loans

Compiled by the Deans' Office
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PART I: ACADEMIC OVERVIEW

I. CHOOSING ELECTIVE COURSES

In your second year, your course schedule will no longer be entirely fixed. With more freedom to choose courses comes the challenge of selecting from among the wide array of electives and curricular as well as co-curricular programs. This Guide is designed to help you plan your remaining years of law school. While there are fewer specific course requirements after the first year of study.¹ Please keep in mind the additional courses you are required to complete as well as the other remaining program requirements.

A. Required Courses for students who began law study Fall 2017

See Appendix A for students who entered in Fall 16 or earlier.

See Appendix B for students who enter in Fall 2018.

Full-Time Program for Fall 17 entrants			Part-Time Program for Fall 17 entrants		
<i>First Year</i>	Fall	Spring	<i>First Year</i>	Fall	Spring
Civil Procedure	4		Civil Procedure	4	
Contracts		4	Contracts		4
Criminal Law	3		Criminal Law	3	
Legal Writing	3	3	Legal Writing	3	3
Torts	4		Torts		4
Property		4	Total units (1st year)	10	11
Elective		3			
Total units (1st year)	14	14			
<i>Second Year</i>			<i>Second Year</i>		
<i>Second Year</i>	Fall	Spring	<i>Second Year</i>	Fall	Spring
Constitutional Law I & II	3	3	Constitutional Law I & II	3	3
Property II (fall or spring)	2		Property I & II	3	3
<i>Upper Level Courses - taken after the first year</i>			<i>Upper Level Courses - taken after the first year</i>		
Criminal Procedure	3		Criminal Procedure	3	
Evidence	4		Evidence	4	
Legal Drafting	2		Legal Drafting	2	
Legal Ethics or Professional Responsibility	3		Legal Ethics or Professional Responsibility	3	
One of the following MBE subjects:			One of the following MBE subjects:		
Civil Procedure II or Contracts II	2-3		Civil Procedure II or Contracts II	2-3	
Two of the following CA bar subjects:			Two of the following CA bar subjects:		
Corporations, Wills & Trusts, Remedies or Community Property	5-6		Corporations, Wills & Trusts, Remedies or Community Property	5-6	
<i>Additional Program Requirements</i>			<i>Additional Program Requirements</i>		
Experiential Units	6		Experiential Units	6	
Upper Level Writing Requirement	0		Upper Level Writing Requirement	0	

¹ In some instances an upper level student may be subject to specific limitations on course selection and/or other requirements or restrictions. Information about these may be found in the law school's Academic Policies, which are available in the Student Handbook section of Student Services page of the law school's website.

In addition to the required courses, which must be taken in the indicated semesters, all students must complete several additional requirements. These courses, often referred to as “floating required courses,” may be taken any time after the first year, depending on students’ individual schedules and the courses’ availability, as long as they are satisfactorily completed before graduation.²

Students who entered Fall 2016 or earlier must take a minimum number of units of bar subject courses. The unit requirement depends on the student’s entering year. Please see Appendix A for specific course requirements.

Finally, degree requirements also include the completion of six (6) experiential units³ and the Upper Level Research and Writing Requirement. Again, these requirements may be completed any time after the first year depending on individual schedules and their availability.⁴ ABA Standards prohibit use of a single course to satisfy more than one of the following requirements: Legal Ethics/Professional Responsibility OR Experiential Units OR the Upper Level Writing Requirement.

To earn the JD degree you must complete a minimum of 84 units of coursework, 48 units of which are in the specified required courses. This leaves you with 36 units of elective course work—including the bar subjects and experiential learning units⁵—to complete. We recommend that you choose electives to explore areas you might want to practice in - both professionally and on a pro bono basis. You will also want to build your skills to help you pass the bar and for your future practice. This Guide provides general program information and organizes electives and related information in ways that we hope are helpful. To obtain individual academic counseling, please contact the deans’ office to set up an appointment.

B. Choosing Elective Courses: Some Considerations

The material you study and the professors you learn from in elective courses can expose you to a wide array of substantive areas. Beyond learning substantive law from them, however, consider how electives can teach essential skills and help you develop your professional identity. Clinics, externships, moot court, journals, and other skills classes can help you hone your analytical abilities and your written and oral communication skills. They can also improve your ability to effectively collaborate, mediate, and negotiate and to work well with clients. Electives can lead also to important opportunities; externships, for example, can facilitate networking and may even lead to an offer of permanent employment.

Many graduates end up practicing a particular type of law based more on luck or circumstance than by their earlier interest in that area. While in your first year, it may also be difficult to predict either what practice areas may interest you or what background knowledge will be most helpful in the early years of practice. For most students, then, a broad-based legal education that samples courses from many areas is the best preparation for the profession and practice of law. The faculty recommends that you take one or more statutory-focused courses, such as Federal Income Taxation or Wills and Trusts. Also, because law students benefit from understanding the impact of globalization, the faculty recommends that you take one or more courses that focus on or contain elements of international or comparative law.

In addition to taking electives to broaden your legal knowledge and exposure, be sure to take advantage of bar-skills offerings to improve your chances of passing the bar on your first attempt. We particularly recommend that you take a two-level

² Although Evidence is a floating required course, it is a prerequisite to many elective courses as well as to certain clinical and externship programs. As a result many students prefer to take it at their first opportunity. Evidence may be taken by full-time students at any time after the first year. Part-time students may also take Evidence at any time after the first year. However, scheduling constraints may impact when part-time students may be able to take Evidence.

³ Courses that fulfill the experiential course requirement are identified in each semester’s schedule of classes.

⁴ Additional – i.e. non curricular – degree requirements may be found in the Academic Policies, *see supra* note 1.

⁵ There is a six-unit experiential learning requirement for only for students who began law study in fall 2016 or later.

course (Civil Procedure II, Contracts II, Property II) if you obtained below a B in the first-year (or second-year part-time), component of the course.

Floating required courses and most bar elective courses are offered every year. Other elective courses may be offered less frequently. For specific information, refer to the schedule of classes for a particular semester. Also, keep in mind that some electives have prerequisites (beyond the required first-year courses). Again, information about prerequisites may be found in the schedule of classes for a particular semester and in course descriptions.⁶ Finally, keep in mind that the curriculum changes as courses are added or dropped depending on student interest, scheduling, and other considerations.

C. JD Certificate Programs

Although we generally advise taking a broad range of courses, some students, with clearly defined goals, prefer a curricular concentration to develop skills and specialized knowledge in particular areas of the law. We offer, as part of the general JD degree program, Certificate Programs in six areas: Business Law, Intellectual Property and Technology Law, International and Comparative Law, Labor and Employment Law, Public Interest Law, and Tax Law. Successful completion of a Certificate Program signifies concentrated study in the area.

To earn a certificate,⁷ you must complete not less than 9 units of specified course work, including certain core courses, a practicum, and a substantial research paper analyzing an issue relevant to the area of law covered by the certificate.⁸ Complete information about the Certificate Programs, including their respective requirements, may be found later in this Guide.⁹

D. Course Clusters

We have grouped elective courses into curricular clusters that share common fundamental substantive or conceptual elements. Look within a cluster to identify related courses and outside a cluster to explore a different area of study. Keep in mind, however, that several clusters overlap because some courses appear in more than one cluster. Feel free to seek advice from individual professors and/or the academic deans on the selection and sequencing of courses. For each cluster below, we have listed names of some full-time faculty members familiar with courses in the area.

When reviewing the clusters, note that the “basic courses” introduce fundamental concepts and provide background necessary or extremely helpful to pursue advanced courses in the area. A student interested in gaining some general familiarity with the subject area should consider taking one or more of the basic courses, while a student intent on concentrating study in that subject area is advised to take the basic courses as well as others in the cluster.

The “additional courses” expand the basic concepts and offer advanced study in somewhat more specialized parts of the subject area. The “related courses” are relevant but generally less directly connected to the subject area. They may provide additional background or show the relationship of core concepts to subject areas central to another cluster.

⁶ Course descriptions and other curricular information may be found in the Registration & Courses section of the law school’s website.

⁷ A student may earn only one certificate as part of their JD degree program.

⁸ Community Service hours are also required for the Public Interest Law Certificate.

⁹ It may also be found in the Registration & Courses section of the law school’s website and with the JD Programs information of the Academics section of the website.

The “skills courses” involve applying lawyering skills that relate to the practice of law in the cluster area. Some of the skills courses are clinical programs in which students represent actual clients in cases involving the core subject matter. Many of the courses that are not labeled as “skills courses” nonetheless include a skills component and that may be significant. The following pages set out eleven course clusters:

II. COURSE CLUSTERS

A. Advocacy and Dispute Resolution

Our curriculum offers a solid foundation for 21st century litigators with courses providing essential substantive knowledge and training in necessary skills. Numerous live client clinical settings can develop skills through simulations and hands on experience.

Be aware that many litigators try cases only infrequently and that most cases are resolved during preliminary proceedings or through settlement. Much of a litigator’s work involves case preparation and includes investigation, discovery, drafting motions, and planning. In addition to enrolling in Trial Practice or the Intensive Advocacy Program, prospective litigators should consider such courses as Discovery Practice or California Civil Discovery.

While litigation remains a basic practice area, there is important and increasing emphasis on alternative ways to resolve disputes, including negotiation, mediation, and arbitration. Many federal and state court systems have adopted Alternative Dispute Resolution (ADR) programs, and its widespread use both as a litigation alternative and in transactional settings means that ADR courses are important for any future lawyer, and particular those planning to practice family law, employment law, and personal injury law.

The ADR Survey course introduces students to the basic theory underlying the ADR processes. More specialized courses include arbitration, mediation, or negotiation. Students interested in mediation might then take one of the clinics that apply mediation and negotiation skills such as the Mediation Clinic or the Investor Justice Clinic.

Not every course listed is offered every semester.

Basic Courses	Alternative Dispute Resolution California Civil Discovery Evidence Mediation Negotiation Trial Practice	
Additional Courses	Arbitration Contracts Drafting Int’l. Civil Dispute Resolution	Law of Settlements Remedies
Skills Courses	Appellate Advocacy Externship Program Criminal & Juvenile Justice Law Clinic Immigration and Deportation Defense Clinic Interpersonal Dynamics for Lawyers	Intensive Advocacy Program Investor Justice Clinic Internet and IP Justice Clinic Mediation Clinic
Related Courses	Administrative Law Antitrust Law Employment Discrimination Employment Law Insurance Law	
Advisors	Professors Bazelon, Davis, Hing, Ontiveros, Rosenberg, and Talbot	

B. Constitutional Law & Government Regulation

Although most lawyers do not focus their practices on constitutional law issues, public law is at the center of our legal system. It is essential to understand the basic structure of the Constitution, the scheme of government it establishes, the powers it confers, the rights it guarantees, and the actions it precludes.

The basic course in Constitutional Law is required in the second year for all students. Beyond that, several electives focus on specific constitutional law issues, such as Education Law and Sexuality Law. Other courses, like Employment Discrimination, examine the protection of individual civil and political rights. Many other courses explore the relationships among constitutional provisions, statutory schemes, and common law approaches to particular issues.

Not every course listed is offered every semester.

Basic Courses	Administrative Law Constitutional Law Federal Income Taxation First Amendment and Free Speech																				
Additional Courses	<table border="0"> <tr> <td>Advanced Constitutional Law</td> <td>Health Law</td> </tr> <tr> <td>Advanced Criminal Procedure</td> <td>Immigration Law</td> </tr> <tr> <td>Bankruptcy</td> <td>Information Privacy</td> </tr> <tr> <td>Corporations</td> <td>International Human Rights</td> </tr> <tr> <td>Education Law</td> <td>Internet Law</td> </tr> <tr> <td>Employment Discrimination</td> <td>Labor Law</td> </tr> <tr> <td>Employment Law</td> <td>Poverty Law</td> </tr> <tr> <td>Energy Law</td> <td>Sexuality Law</td> </tr> <tr> <td>Environmental Law</td> <td>Water and Natural Resources Law</td> </tr> <tr> <td>Family Law</td> <td>Wrongful Convictions Seminar</td> </tr> </table>	Advanced Constitutional Law	Health Law	Advanced Criminal Procedure	Immigration Law	Bankruptcy	Information Privacy	Corporations	International Human Rights	Education Law	Internet Law	Employment Discrimination	Labor Law	Employment Law	Poverty Law	Energy Law	Sexuality Law	Environmental Law	Water and Natural Resources Law	Family Law	Wrongful Convictions Seminar
Advanced Constitutional Law	Health Law																				
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Family Law	Wrongful Convictions Seminar																				
Skills Courses	Criminal & Juvenile Justice Clinic Immigration and Deportation Defense Clinic International Human Rights Clinic Internet/IP Justice Clinic Investor Justice Clinic Racial Justice Clinic																				
Related Courses	<table border="0"> <tr> <td>Banking and Financial Services</td> <td>Land Use Law</td> </tr> <tr> <td>Bioethics and Law</td> <td>Legal Issues of Terrorism</td> </tr> <tr> <td>Elder Law</td> <td>Local and State Government Law</td> </tr> <tr> <td>Intellectual Property Survey</td> <td>Maritime Law</td> </tr> <tr> <td>Juvenile Law</td> <td>Water & Natural Resources Law</td> </tr> </table>	Banking and Financial Services	Land Use Law	Bioethics and Law	Legal Issues of Terrorism	Elder Law	Local and State Government Law	Intellectual Property Survey	Maritime Law	Juvenile Law	Water & Natural Resources Law										
Banking and Financial Services	Land Use Law																				
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Intellectual Property Survey	Maritime Law																				
Juvenile Law	Water & Natural Resources Law																				
Advisors	Professors Bazelon, de la Vega, Green, Honigsberg, Iglesias, Kaswan, Manian, Nice, Ontiveros, and Travis																				

C. Corporate and Commercial Law

The practice of most lawyers involves working with some forms of business organizations, and in its broader sense commercial law includes consumer interests and transactions.

Some lawyers engaged in a corporate law practice focus on business transactions and corporate regulation, while others emphasize corporate and securities litigation. Even if you do not plan to specialize in this area, you should consider taking one or more of the courses because corporations are so pervasive and corporate law questions may arise in all areas of legal practice. In short, you should know something about corporations whether you want to represent them or sue them.

The basic course in Corporations provides an introduction to the law of business organizations and is a prerequisite for many other corporate and securities law courses. Other courses in the area prepare you for a practice that focuses on antitrust, corporate finance, and banking regulations.

First-year Contracts is a basis for upper level courses covering specialized types of contracts and specialized areas of commercial and consumer law, including payment obligations, sales contracts, and personal property secured transactions. Commercial law also contains a focus on debtors' rights and creditors' remedies, including bankruptcy. Anyone who expects to represent business clients should take a number of these courses to prepare for a transactional practice in banking law, commercial transactions, or bankruptcy, or for a civil litigation practice in one of these areas. A foundation in the area is also important for a lawyer in a small general practice or with a focus on consumer interests.

Not every course listed is offered every semester.

Basic Courses	Corporations Federal Income Taxation Secured Transactions	
Additional Courses	Accounting for Lawyers Antitrust Law Banking and Financial Services Bankruptcy Law California Construction Law Contracts II	Corporate Governance Corporate Taxation International Business Transactions Securities Regulation Startups & Venture Capital
Skills Courses	Contracts Drafting Investor Justice Clinic	Negotiation Transactional Skills
Related Courses	Administrative Law Antitrust and IP Law Commercial Real Estate Transactions Employment Law Environmental Law ERISA (Employee Benefits) Insurance Law	Intellectual Property Survey Labor Law Maritime Law Patent Law Patent Licensing Real Estate Litigation Trademark Law

D. Criminal Law and Procedure

Beyond the basic Criminal Law and Criminal Procedure courses, students interested in practicing criminal law may take more specialized courses addressing the constitutional and statutory framework for criminal prosecution, including Criminal Procedure Adjudication, White Collar Crime, and a Wrongful Convictions Seminar.

Whether working as a prosecutor or a criminal defense attorney, criminal law practitioners are likely to handle many trials. Students interested in this area should, therefore, take skills courses designed to provide both theoretical and practical training, including Trial Practice or the Intensive Advocacy Program. These may be complemented by courses focusing on other lawyering skills such as negotiation, mediation, and interpersonal dynamics. Additionally, there are opportunities for actual practice experience in the Criminal and Juvenile Justice Clinic, the Racial Justice Clinic, clinical externship placements and through participation in the Keta Taylor Colby Death Penalty Project.

Not every course listed is offered every semester.

Basic Courses	Criminal Law Criminal Procedure Evidence
Additional Courses	Criminal Procedure Adjudication Grand Jury class Juvenile Law White Collar Crime Wrongful Convictions Seminar
Skills Courses	Criminal & Juvenile Justice Clinic Ethical Prosecutor class Intensive Advocacy Program Racial Justice Clinic Trial Practice (criminal)
Related Courses	Antitrust Law Constitutional Law Legal Issues of Terrorism
Advisors	Professors Bazelon, Freiwald and Leo

E. Family Law and Estate Planning

Family law examines the regulation of family relationships—including marriage, non-traditional partnerships, and divorce or dissolution—and addresses property division, as well as prenuptial, postnuptial and separation agreements.

Courses in the family law area also explore issues involving parents, children, and the state, including paternity proceedings, assisted conception and the new reproductive technologies, child support, child custody and visitation, child abuse and neglect, and adoption.

A concentration in family law is useful for students intending to practice family law, but it is also helpful to those who expect to go into more general small or medium practices, which often include numerous family law matters.

Estate planning means much more than drawing up a will, and involves both tax and business planning. An estate planner must also consider pensions, government benefits, medical care, and family support. Preparation for an estate planning practice should include not only courses in Wills & Trusts and taxation, but also courses in negotiation, mediation, drafting and other lawyering skills.

Not every course listed is offered every semester.

Basic Courses	Community Property Estate Planning Family Law Federal Income Taxation Wills and Trusts
Additional Courses	Alternative Dispute Resolution Estate & Gift Taxation Income Tax of Trusts & Estates Juvenile Law
Skills Courses	Mediation Mediation Clinic Negotiation
Related Courses	Bioethics and Law Elder Law ERISA (Employee Benefits) Health Law Sexuality Law
Advisors	Professors Green, Iglesias, Manian, Lathrope and Rosenberg

F. Intellectual Property and Technology Law

There are many federal and state law protections for intellectual property, principally copyrights, trademarks, and patents. Copyright law provides protection for traditional creative works such as books, motion pictures, and musical works, as well for modern technological works including computer programs. Trademark law protects brand names and the trade "dress" and packaging of products or services. Patent law protects inventions that meet the required standard of non-obviousness and novelty. There are also related areas of protection for confidential proprietary knowledge and the right of publicity.

Intellectual Property law has become increasingly important as the size of the industries dependent on protection increase. Students interested in this practice area should take the introductory survey course in Intellectual Property which covers the basic principles and developments in each area. After becoming familiar with the basic framework, students may then choose from among: Copyright Law, Internet Law, Trademark Law, and Patent Law. Thereafter there are numerous specialized courses in Intellectual Property theory and practice. Students who have a technical or scientific background may be particularly interested in Patent Law. However, a scientific or technical background is not required for most types of Intellectual Property practice.

The field of Data Privacy has opened up for lawyers and offers many opportunities for those interested transactions, compliance, and litigation. Much recent work has focused on how to comply with European regulations, which are more demanding than the American counterparts but which have a broad scope and cover many U.S. companies. Students interested in privacy law should take the Information Privacy course and are encouraged to apply for the Data Privacy Skills Course along with a Guided Externship to gain useful experience and make valued connections.

Not every course listed is offered every semester.

Basic Courses	Copyright Law Intellectual Property Survey Internet Law Patent Law Trademark Law
Additional Courses	Antitrust & Intellectual Property Rights Intellectual Property Seminar Antitrust Law International Intellectual Property Entertainment and Media Law Patent Licensing & Monetization Information Privacy Sports Law
Skills Courses	Data Privacy Skills with Guided Externship Internet/IP Justice Clinic
Related Courses	Administrative Law International Business Transactions International Civil Dispute Resolution
Advisors	Professors Fajfar, Franklyn, Freiwald, and Talbot

G. International and Comparative Law

Traditionally, the study of international law has been divided into two areas: public international law and private international law. Public international law was concerned with the relations between countries, while private international law was concerned with transnational relations among individuals and business entities. However, this distinction has blurred as matters thought to be within the purview of public international law are increasingly focused on non-state actors and developments in international business and trade are reshaping the relations of states.

The courses grouped in this cluster ground a student in both public and private aspects of international law. They introduce legal principles governing the relationships of countries, such as the sources of international law, international organizations, and human rights. They also introduce the legal and business issues that often arise when a client engages in business abroad.

Not every course listed is offered every semester.

Basic Courses	Comparative Law International Business Transactions International Civil Dispute Resolution International Human Rights Public International Law
Additional Courses	Asian Legal Systems Chinese Law (varied topics) Foreign Taxation International Environmental Law International Intellectual Property Legal Issues and Terrorism
Skills Courses	Immigration & Deportation Defense Clinic International Advocacy & Research International Human Rights Clinic
Related Courses	Administrative Law Corporations Employment Law Immigration Law Labor Law
Advisors	Professors de la Vega, Dibadj, Garvey, and Honigsberg

H. Labor and Employment Law

Labor and employment law practitioners typically represent employees, unions, or employers in a wide range of workplace related legal problems. Many practitioners in this field are in private practices representing corporate clients or labor unions, while other lawyers in the field serve as in-house corporate counsel, labor relations directors, or employee-benefits specialists. Employment law specialists represent employees, individually or as a class, who have suffered injuries resulting from unlawful actions such as discrimination, health and safety violations, and wrongful discharge.

A labor and employment practice may involve negotiating a collective bargaining agreement; handling trials or appeals; appearing before arbitration panels or administrative agencies; or representing either union members or management in grievance proceedings. Such a broad range of practice possibilities calls for taking a broad array of courses.

Not every course listed is offered every semester.

Basic Courses	Employment Discrimination Employment Law Labor Law
Additional Courses	Administrative Law Arbitration Employment Law Seminar Entertainment and Media Law ERISA (Employee Benefits) Sports Law Work, Gender & the Law
Skills Courses	Employment Law Clinic Mediation Negotiation
Related Courses	Alternative Dispute Resolution Appellate Advocacy Corporations Elder Law Immigration Law Sexuality Law
Advisors	Professors Green, Ontiveros and Travis

I. Property and Environmental Law

The Property and Environmental Law cluster includes courses dealing with the purchase and sale of real property and its development for a variety of uses. These courses build on the Contracts and Property courses.

Advanced courses deal primarily with the financing and development of real property, and with issues of land use and environmental law. Students with a specific interest in real estate investment or development will want to take many of these courses. However, students who are considering a more general practice should consider taking some of the basic courses in this area as well. They will provide helpful background since most lawyers in a general practice routinely deal with real estate issues.

The Environmental Law courses examines national, state, and international issues raised by increasing environmental pollution, problems of unchecked urban growth, the use of natural resources, and climate change. They survey these interrelated areas, and provide the fundamental ethical, legal, and policy perspectives that underlie regulation and resolution of disputes over land use, environmental pollution and the allocation of natural resources.

Not every course listed is offered every semester.

Basic Courses	Environmental Law Land Use Law Property Law
Additional Courses	Administrative Law Climate Change Seminar Commercial Real Estate Transactions Energy Law Maritime Law Property II Water & Natural Resources Law
Skills Courses	Mediation Negotiation
Related Courses	Local and State Government Law
Advisors	Professors Iglesias and Kaswan

J. Public Interest Law

USF has a strong commitment to public service, and many of our graduates practice public interest law by devoting their careers or volunteering their time to represent disadvantaged people or to promote public causes. Some work for non-profit organizations, government agencies, or international organizations. Others work in law firms but devote a portion of their time to uncompensated pro bono activities.

A public interest practice helps clients in need of free or low-cost representation because of poverty, age, immigration status,, or other obstacles to enforcing their legal rights. Lawyers in such practices use law to advance equal rights and fight discrimination.

Public interest issues span every area of law, so virtually all of our course offerings are relevant to a career in public interest law. To prepare for a career in public interest law, you should take a broad range of courses, including courses like Administrative Law and Corporations, as well as courses that will enhance lawyering and problem-solving skills.

Not every course listed is offered every semester.

Basic Courses	Administrative Law Corporations Poverty Law Remedies
Additional Courses	Advanced Constitutional Law International Human Rights Health Law Sexuality Law Immigration Law Wrongful Convictions Seminar Information Privacy
Skills Courses	Criminal & Juvenile Justice Law Clinic Immigration and Deportation Defense Clinic International Human Rights Clinic Intellectual Property & Internet Justice Clinic Investor Justice Clinic Racial Justice Clinic
Related Courses	Bioethics Law First Amendment and Free Speech Domestic Violence Litigation Internet Law Elder Law Intro to Race Law: Policy, Professionalism Employment Discrimination & Practices Employment Law Juvenile Law Energy Law Labor Law Environmental Law Legal Issues and Terrorism Family Law Local and State Government Law Water & Natural Resources Law
Advisors	Professors Bazelon, de la Vega, Hing, Honigsberg, Magee and Nice.

K. Taxation

Tax courses are essential for all students. Every lawyer needs to recognize the tax issues involved in the work of litigators, corporate lawyers, estate planners, and even public interest lawyers.

Solo practitioners and lawyers in most small and medium-sized firms, many of which handle the majority of their clients' business and personal matters, become involved in tax issues in a range of business and estate-planning contexts.

Federal Income Taxation, the basic course, provides an introduction to the fundamental principles of tax law and teaches students how to read and interpret the Internal Revenue Code. Federal Income Taxation provides a foundation for all the other tax offerings. Students interested in a business or real estate practice should take Corporate Taxation and advanced courses examining specialized topics within the fields of corporate law and estate planning. Students interested in tax can also earn up to 12 credits toward an LLM as part of their JD degree and complete an LLM in Taxation at USF during the summers of law school and in the semester(s) following their graduation.

Not every course listed is offered every semester.

Basic Courses	Administrative Law Federal Income Taxation
Additional Courses	Corporate Taxation Estate & Gift Taxation Foreign Taxation Income Tax of Trusts & Estates Partnership Taxation State and Local Taxation Tax Policy
Related Courses	Accounting for Lawyers Community Property Corporations ERISA (Employee Benefits) Family Law Wills and Trusts
Advisors	Professors Lathrope and Rosenberg

III. LAW CERTIFICATES

A student may obtain at most one certificate upon completion of the J.D. degree notwithstanding that the student may have completed all requirements of more than one certificate program.

<u>A. Business Law Certificate</u>	
Description	The Business Law Certificate Program allows students to explore a broad range of business related topics with a focus on corporate and commercial law.
Requirements Summary	To earn a Business Law Certificate, a student must (1) complete the core requirements and a total of 9 units (minimum) of approved course work in the subject area (the coursework must meet the core course requirements below), (2) complete the practicum requirement and (3) complete an upper level research and writing requirement for the Business Law Certificate.
Course Requirements	<p>The required coursework must include:</p> <p style="padding-left: 40px;">Core Requirement – Corporations (required) and At least one additional core course: Antitrust Law, Secured Transactions, or Securities Regulation</p> <p>Any remaining units (to reach a total of 9) must be completed by taking additional core courses and/or courses selected from the list of approved Business Law Certificate elective courses at: https://www.usfca.edu/law/academics/jd/certificates/business-law.</p>
Practicum Requirement	To earn a Business Law Certificate, a student must participate in an experiential learning activity that is focused on business law. Students may fulfill this practicum requirement in one of the following ways: (1) complete the Investor Justice Clinic; (2) complete a 3 unit (minimum) externship relevant to business law; (3) complete 141 hours of paid work relevant to business law; <u>or</u> (4) complete 3 units of simulation or experiential class(es) designated as “Bus Prac” on the course schedule.
Scholastic Requirements	<p>Business Law Certificate recipients must achieve a grade of C+ or higher in each course applied to meet the requirements for the certificate, and, in addition, achieve a cumulative grade point average of 2.700 or higher for all courses applied to the certificate.</p> <p>A student achieving a cumulative grade point average of 3.50 or higher for all courses applied to meet the requirements of the certificate is awarded the certificate “with honors.”</p> <p>All course work for the certificate must be taken for a letter grade except for any approved elective course in which credit/no credit or pass/fail grading is mandatory. For any course in which a letter grade is not provided, a “credit or “pass” must be achieved in order for the course to be applied to meet the certificate requirements.</p>
Transfer Units	All course work must be taken at USF with the exception of one elective course (for a maximum of three units of credit). If a student wishes to apply a course taken at another ABA accredited law school to meet the requirements of the Business Certificate, prior approval (in writing) must be obtained by the associate dean for academic affairs by submitting the required written petition and paperwork. The student must take the course for a letter grade and earn a grade of C+ or higher for credit to be applied to the certificate.

	A pre-approved course taken at another ABA accredited law school will be transferred as "credit" only for purposes of determining the Business Law Certificate grade point average as well as for calculating the USF semester and cumulative grade point averages.
Writing Requirement	To earn the certificate, a student must complete a substantial research paper analyzing an issue relevant to corporate or commercial law. The paper must demonstrate the ability to identify, describe, and analyze the subject matter, and, should, where possible, propose a resolution. The paper must meet the standards for an Upper Level Research and Writing Requirement project and may be used to satisfy that requirement and/or the requirements of a course taken for credit.
Application Process	A student must submit an application to Law Registrar's Office. <u>Applications will not be accepted until the student's final year of study.</u> Applications must be submitted on or before the last day to drop classes for that term.
Additional Information	It is each student's responsibility to insure that all requirements for the Business Law Certificate are satisfied in a timely manner. Interested students should plan their curricular choices accordingly beginning in the second year. <i>Students are eligible to receive one (and only one) certificate.</i>
Contact	Law Registrar's Office, lawregistrar@usfca.edu , (415) 422-6778

<u>B. Intellectual Property and Technology Law Certificate</u>	
Description	The Intellectual Property and Technology Law Certificate Program is offered under the auspices of the J. Thomas McCarthy Institute for Intellectual Property and Technology Law. The Institute is named in honor of Professor J. Thomas McCarthy, a long-time faculty member and intellectual property law pioneer recognized as a pre-eminent expert in the field. In 1999, the American Intellectual Property Law Association named Professor McCarthy the most influential trademark expert of the 20 th Century.
Requirements Summary	To earn an Intellectual Property and Technology Law Certificate, a student must (1) complete at least 9 units of approved course work in the subject area. The coursework must include at least two courses in the core subject area. Any remaining units (to reach a minimum of 9 units) must be completed from the list of approved IP Core or elective courses; (2) complete a practicum requirement related to intellectual property and technology law; and (3) complete an Upper Level Research and Writing Requirement analyzing an issue related to intellectual property & technology law.
Course Requirements	A student must complete at least two of the following core courses: Copyright Law Intellectual Property Survey Internet Law Patent Law Trademark Law Any remaining units (to reach a total of 9) must be completed by taking additional core courses and/or courses selected from the list of approved IP & Tech Certificate elective courses listed on the School of Law website at https://www.usfca.edu/law/academics/jd/certificates/iptech-law .
Practicum Requirement	To earn an Intellectual Property & Technology Law Certificate, a student must participate in an experiential learning activity that is focused on intellectual property and technology law. Students may fulfill this practicum requirement in one of the following ways: (1) complete the Internet & IP Justice Clinic; (2) complete a 3 unit (minimum) externship relevant to intellectual property & technology law (including the Data Privacy Guided Externship); (3) complete 141 hours of paid work relevant to intellectual property

	& technology law; <u>or</u> (4) complete 3 units of simulation or experiential class(es) designated as “IP Prac” on the course schedule.
Scholastic Requirements	<p>IP Certificate recipients must achieve a grade of C+ or higher in each course applied to meet the requirements for the certificate, and, in addition, achieve a cumulative grade point average of 2.700 or higher for all courses applied to the certificate.</p> <p>A student achieving a cumulative grade point average of 3.500 or higher for all courses applied to meet the requirements of the certificate is awarded the certificate “with honors.”</p> <p>All course work for the certificate must be taken for a letter grade except for any approved elective course in which credit/no credit or pass/fail grading is mandatory. For any course in which a letter grade is not provided, a “credit” or “pass” must be achieved in order for the course to be applied to meet the certificate requirements.</p>
Transfer Units	<p>All course work must be taken at USF with the exception of one elective course (for a maximum of three units of credit). If a student wishes to apply a course taken at another ABA accredited law school to meet the requirements of the Intellectual Property and Technology Certificate, prior approval (in writing) must be obtained by the associate dean for academic affairs by submitting the required written petition and paperwork. The student must take the course for a letter grade and earn a grade of C+ or higher for credit to be applied to the certificate.</p> <p>A pre-approved course taken at another ABA accredited law school will be transferred as "credit" only for purposes of determining the Intellectual Property and Technology Certificate grade point average as well as for calculating the USF semester and cumulative grade point averages.</p>
Writing Requirement	To earn the certificate, a student must complete a substantial research paper analyzing an issue relevant to intellectual property, internet, privacy or technology law. The paper must demonstrate the ability to identify, describe, and analyze the subject matter, and, should, where possible, propose a resolution. The paper must meet the standards for an Upper Level Research and Writing Requirement project and may be used to satisfy that requirement and/or the requirements of a course taken for credit.
Application Process	A student must submit an application to Law Registrar’s Office. <u>Applications will not be accepted until the student’s final year of study.</u> Applications must be submitted on or before the last day to drop classes for that term.
Additional Information	It is each student’s responsibility to insure that all requirements for the IP & Tech Certificate are satisfied in a timely manner. Interested students should plan their curricular choices accordingly beginning in their second year. <i>Students are eligible to receive one (and only one) certificate.</i>
Contact	Law Registrar’s Office, lawregistrar@usfca.edu , (415) 422-6778

C. International and Comparative Law Certificate	
Description	The International and Comparative Law Certificate (ICL Certificate) Program focuses on the legal aspects of international business and the legal principles involved in relationships among countries.
Requirements Summary	To earn an International and Comparative Law Certificate, a student must (1) complete at least 9 units of approved course work in the subject area. The coursework must include at least two courses in the core subject area. Any remaining units (to reach a minimum of 9 units) must be completed from the list of approved ICL core or elective courses; (2) complete a practicum requirement related to international and comparative law; and (3)

	complete an Upper Level Research and Writing Requirement analyzing an issue related to international and comparative law.
Course Requirements	<p>To earn an International and Comparative Law Certificate, a student must complete at least two of the following core courses:</p> <ul style="list-style-type: none"> Comparative Law International Business Transactions International Human Rights Public International Law <p>Any remaining units (to reach a total of 9) must be completed by taking additional international and comparative law core courses and/or course electives selected from the list of approved ICL Certificate elective courses listed on the School of Law’s website at: https://www.usfca.edu/law/academics/jd/certificates/international-comparative-law. Additionally, qualifying international law classroom courses completed in a USF School of Law Summer Abroad Externship Program may be applied towards the remaining ICL Certificate elective units.</p>
Scholastic Requirements	<p>ICL Certificate recipients must achieve a grade of C+ or higher in each course applied to meet the requirements for the certificate, and, in addition, achieve a cumulative grade point average of 2.700 or higher for all courses applied to the certificate.</p> <p>A student achieving a cumulative grade point average of 3.500 or higher for all courses applied to meet certificate requirements of the certificate is awarded the certificate “with honors.”</p> <p>All course work for the certificate must be taken for a letter grade except for any approved elective course in which credit/no credit or pass/fail grading is mandatory. For any course in which a letter grade is not provided, a “credit” or “pass” must be achieved in order for the course to be applied to meet the certificate requirements.</p>
Practicum Requirement	<p>To earn an International and Comparative Law Certificate, a student must participate in an experiential learning activity that is focused on international and comparative law. Students may fulfill this practicum requirement in one of the following ways: (1) complete the International and Human Rights Clinic; (2) complete a 3 unit (minimum) externship relevant to international and comparative law; (3) complete 141 hours of paid work relevant to international and comparative law; <u>or</u> (4) complete 3 units of simulation or experiential class(es) designated as “ICL Prac” on the course schedule.</p>
Transfer Units	<p>All course work must be taken at USF with the exception of one elective course (for a maximum of three units of credit). If a student wishes to apply a course taken at another ABA accredited law school to meet the requirements of the International and Comparative Law Certificate, prior approval (in writing) must be obtained by the associate dean for academic affairs by submitting the required written petition and paperwork. The student must take the course for a letter grade and earn a grade of C+ or higher for credit to be applied to the certificate.</p> <p>A pre-approved course taken at another ABA accredited law school will be transferred only as "credit" only for purposes of determining the International and Comparative Law Certificate grade point average as well as for calculating the USF semester and cumulative grade point averages.</p>
Writing Requirement	<p>To earn the certificate, a student must complete a substantial research paper analyzing an issue relevant to international or comparative law. The paper must demonstrate the ability to identify, describe, and analyze the subject matter, and, if possible, should, where possible, propose a resolution. The paper must meet the standards for an Upper Level</p>

	Research and Writing Requirement project and may be used to satisfy that requirement and/or the requirements of a course taken for credit.
Application Process	A student must submit an application to Law Registrar’s Office. <u>Applications will not be accepted until the student’s final year of study.</u> Applications must be submitted on or before the last day to drop classes for that term.
Additional Information	Study abroad programs are highly recommended. It is each student’s responsibility to insure that all requirements for the ICL Certificate are satisfied in a timely manner. Interested students should plan their curricular choices accordingly beginning in the second year. <i>Students are eligible to receive one (and only one) certificate.</i>
Contact	Law Registrar’s Office, lawregistrar@usfca.edu , (415) 422-6778

<u>D. Labor and Employment Law Certificate</u>	
Description	The Labor and Employment Law Certificate Program allows students to combine a deep curricular exploration of the law governing the work relationship and relevant practical experience to help prepare for a career in the labor and employment law field.
Requirements Summary	To earn the Labor and Employment Law Certificate (LE Certificate), a student must (1) complete at least 9 units of approved course work in the subject area, including at least two courses in the core subject area; (2) complete a practicum requirement related to employment law; and (3) complete an Upper Level Research and Writing Requirement analyzing an issue related to labor and employment law. Any remaining units (to reach the required total of 9 units) must be completed by taking additional core courses and/or courses from the list of approved employment law elective courses.
Course Requirements	A student must complete at least two of the following core courses: Employment Discrimination Employment Law Labor Law Any remaining units (to reach a total of 9) must be completed by taking additional core courses and/or courses selected from the list of approved Labor and Employment Law Certificate elective courses listed on the School of Law website at https://www.usfca.edu/law/academics/jd/certificates/labor-employment-law .
Practicum Requirement	To earn an Labor and Employment Law Certificate, a student must participate in an experiential learning activity that is focused on labor and employment law. Students may fulfill this practicum requirement in one of the following ways: (1) complete the Employment Law Clinic; (2) complete of the International and Human Rights clinic if work is relevant to labor and employment law; (3) participate in and complete an advocacy team course relevant to labor and employment law; (4) complete a 3 unit (minimum) externship relevant to labor and employment law; (5) complete 141 hours of paid work relevant to labor and employment law; <u>or</u> (6) complete 3 units of simulation or experiential class(es) designated as “LE Prac” on the course schedule.
Scholastic Requirements	IP Certificate recipients must achieve a grade of C+ of higher in each course applied to meet the requirements for the certificate, and, in addition, achieve a cumulative grade point average of 2.700 or higher for all courses applied to the certificate. A student achieving a cumulative grade point average of 3.500 or higher for all courses applied to meet certificate requirements of the certificate is awarded the certificate “with honors.”

	All course work for the certificate must be taken for a letter grade except for any approved elective course in which credit/no credit or pass/fail grading is mandatory. For any course in which a letter grade is not provided, and “credit” or “pass” must be achieved in order for the course to be applied to meet the certificate requirements.
Transfer Units	All course work must be taken at USF with the exception of one elective course (for a maximum of three units of credit). If a student wishes to apply a course taken at another ABA accredited law school to meet the requirements of the Labor and Employment Law Certificate, prior approval (in writing) must be obtained by the associate dean for academic affairs by submitting the required written petition and paperwork. The student must take the course for a letter grade and earn a grade of C+ or higher for credit to be applied to the certificate. A pre-approved course taken at another ABA accredited law school will be transferred as "credit" only for purposes of determining the Labor and Employment Law Certificate grade point average as well as for calculating the USF semester and cumulative grade point averages.
Writing Requirement	To earn the certificate, a student must complete a substantial research paper analyzing an issue relevant to labor and employment law. The paper must demonstrate the ability to identify, describe, and analyze the subject matter, and, should, where possible, propose a resolution. The paper must meet the standards for an Upper Level Research and Writing Requirement project and may be used to satisfy that requirement and/or the requirements of a course taken for credit.
Application Process	A student must submit an application to Law Registrar’s Office. <u>Applications will not be accepted until the student’s final year of study.</u> Applications must be submitted on or before the last day to drop classes for that term.
Additional Information	It is each student’s responsibility to insure that all requirements for the LE Certificate are satisfied in a timely manner. Interested students should plan their curricular choices accordingly beginning in their second year. <i>Students are eligible to receive one (and only one) certificate.</i>
Contact	Law Registrar’s Office, lawregistrar@usfca.edu , (415) 422-6778

E. Public Interest Law Certificate	
Description	A commitment to public service is one of the essential elements of the law school’s mission. True to our mission, we support students and graduates in their pursuit of careers in public service. Students may participate in the Public Interest Law Program and earn a Public Interest Law Certificate through a combination of coursework, practical experience, and community service.
Requirements Summary	To earn a Public Interest Law Certificate, a student must (1) complete at least 9 units of approved elective course work in the subject area; (2) complete a practicum requirement related to public interest law; (3) complete an Upper Level Research and Writing Requirement analyzing an issue related to public interest law; and (4) complete the public interest law community service requirement.
Course Requirements	To receive the Public Interest Law Certificate, a student must complete at least 9 units of coursework selected from the list of approved Public Interest Law Certificate courses at the School of Law’s website at: https://www.usfca.edu/law/academics/jd/certificates/public-interest-law .

Scholastic Requirements	<p>Public Interest Law Certificate recipients must achieve a grade of C+ or higher in each course applied to meet the requirements for the certificate, and, in addition, achieve a cumulative grade point average of 2.70 or higher for all courses applied to the certificate.</p> <p>A student achieving a cumulative grade point average of 3.50 or higher for all courses applied to meet certificate requirements of the certificate is awarded the certificate “with honors.”</p> <p>All course work for the certificate must be taken for a letter grade except for any approved elective course in which credit/no credit or pass/fail grading is mandatory. For any course in which a letter grade is not provided, a “credit” or “pass” must be achieved in order for the course to be applied to meet the certificate requirements.</p>
Transfer Units	<p>All course work must be taken at USF with the exception of one elective course (for a maximum of three units of credit). If a student wishes to apply a course taken at another ABA accredited law school to meet the requirements of the Public Interest Law Certificate, prior written approval must be obtained by the associate dean for academic affairs by submitting the required written petition and paperwork. The student must take the course for a letter grade and earn a grade of C+ or higher for credit to be applied to the certificate.</p> <p>A pre-approved course taken at another ABA accredited law school will be transferred as "credit" only for purposes of determining the Public Interest Law Certificate grade point average as well as for calculating the USF semester and cumulative grade point averages.</p>
Practicum Requirements	<p>Students must complete a minimum of 150 hours of supervised legal work in a public interest or qualifying government organization. This requirement may be satisfied through participation in a clinical program.</p>
Community Service	<p>Students must complete a minimum of 50 volunteer hours with organizations on projects that benefit the public. Community service hours may be completed with legal or non-legal organizations. Projects may include work performed through USF’s Pro Bono Program, individually, or as part of a student group with an organization in the community.</p>
Writing Requirement	<p>To earn the certificate, a student must complete a substantial research paper analyzing an issue relevant to public interest law. The paper must demonstrate the ability to identify, describe, and analyze the subject matter, and, if possible, propose a resolution. The paper must meet the standards for an Upper Level Research & Writing Requirement project and may be used to satisfy that requirement and/or the requirements of a course taken for credit.</p>
Application Process	<p>A student must submit an application to Law Registrar’s Office. <u>Applications will not be accepted until the student’s final year of study.</u> Applications must be submitted on or before the last day to drop classes for that term.</p>
Additional Information	<p>It is each student’s responsibility to insure that all requirements for the certificate are satisfied in a timely manner. Interested students should plan their curricular choices accordingly beginning in the second year. <i>Students are eligible to receive one (and only one) certificate.</i></p>
Contact	<p>Law Registrar’s Office, lawregistrar@usfca.edu, (415) 422-6778</p>

F. Tax Law Certificate

Description	<p>The Tax Law Certificate Program allows students to explore a broad range of tax curriculum.</p>
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Requirements Summary	To earn an Tax Law Certificate, a student must (1) complete at least 9 units of approved course work in the subject area. The coursework must include Federal Income Taxation. Any remaining units (to reach a minimum of 9 units) must be completed from the list of approved Taxation elective courses; (2) complete a practicum requirement related to taxation law; and (3) complete an Upper Level Research and Writing Requirement analyzing an issue related to taxation law.
Course Requirements	To receive the Taxation Law Certificate, a student must complete: Federal Income Taxation (3 units) Any remaining units (to reach a total of 9) must be completed by taking additional international and taxation law courses and/or course electives from a list of approved Tax Law Certificate Elective courses at the School of Law’s website at: https://www.usfca.edu/law/academics/jd/certificates/tax-law .
Scholastic Requirements	Tax Law Certificate recipients must achieve a grade of C+ or higher in each course applied to meet the requirements for the certificate, and, in addition, achieve a cumulative grade point average of 2.70 or higher for all courses applied to the certificate. A student achieving a cumulative grade point average of 3.500 or higher for all courses applied to meet certificate requirements of the certificate is awarded the certificate “with honors.” All course work for the certificate must be taken for a letter grade except for any approved elective course in which credit/no credit or pass/fail grading is mandatory. For any course in which a letter grade is not provided, a “credit” or “pass” must be achieved in order for the course to be applied to meet the certificate requirements.
Practicum Requirement	To earn a Tax Law Certificate, a student must participate in an experiential learning activity that is focused on tax law. Students may fulfill this practicum requirement in one of the following ways: (1) complete the CA Tax Appeals Assistance Program; (2) complete a 3 unit (minimum) externship relevant to tax law; (3) complete 141 hours of paid work relevant to tax law; <u>or</u> (4) complete 3 units of simulation or experiential learning class(es) designated as “Tax Prac” on the course schedule.
Transfer Units	All course work must be taken at USF with the exception of one elective course (for a maximum of three units of credit). If a student wishes to apply a course taken at another ABA accredited law school to meet the requirements of the Tax Law Certificate, prior approval (in writing) must be obtained by the associate dean for academic affairs by submitting the required written petition and paperwork. The student must take the course for a letter grade and earn a grade of C+ or higher for credit to be applied to the certificate. A pre-approved course taken at another ABA accredited law school will be transferred as "credit" only for purposes of determining the Tax Law Certificate grade point average as well as for calculating the USF semester and cumulative grade point averages.
Writing Requirement	To earn the certificate, a student must complete a substantial research paper analyzing an issue relevant to tax law. The paper must demonstrate the ability to identify, describe, and analyze the subject matter, and, should, where possible, propose a resolution. The paper must meet the standards for an Upper Level Research and Writing Requirement project and may be used to satisfy that requirement and/or the requirements of a course taken for credit.

Application Process	A student must submit an application to Law Registrar’s Office. <u>Applications will not be accepted until the student’s final year of study.</u> Applications must be submitted on or before the last day to drop classes for that term.
Additional Information	It is each student’s responsibility to insure that all requirements for the certificate are satisfied in a timely manner. Interested students should plan their curricular choices accordingly beginning in the second year. <i>Students are eligible to receive one (and only one) certificate.</i>
Contact	Law Registrar’s Office, lawregistrar@usfca.edu , (415) 422-6778

PART 2: CURRICULAR, CO-CURRICULAR, AND NON-CREDIT OPTIONS

I. INTRODUCTION: CLASSROOM AND NON-CLASSROOM CREDIT REQUIREMENTS¹⁰

To obtain the Juris Doctor degree, students who entered in Fall 17 must earn 84 units total, of which 64 must be classroom units. This classroom unit minimum (64) applies to all students regardless of their start date. This means that Fall 17 entrants may apply 20 non-classroom units to their law degree.¹¹ Non-classroom units may be obtained in various activities and programs, such as: In-House Clinics, Civil Law/Criminal Law/Judicial Externship Programs, USF Summer International Externships for Credit, Moot Court, and by being a Tutor or being on the staff of the Intellectual Property & Technology Law Journal, the Maritime Law Journal, and the USF Law Review. All but two of the programs described in Part II are credit-earning activities and require advance permission to enroll, earn non-classroom credit, and are graded on a Credit/Credit-Unsatisfactory/No Credit basis.

REMINDER: only 20 units of non-classroom units can contribute to the 84 unit graduation requirement, while 23 units of non-classroom credit can apply to the 87 unit degree requirement.

Please plan ahead if you are interested in participating in any of these programs. Review the program descriptions thoroughly, taking note of any prerequisites and speak with the program contact if you have questions. Also, check whether advanced positions within the program require a time or residency commitment that may preclude participation in another program during the same year (e.g., you may not hold a full-time judicial externship at the same time you serve on the Law Review Editorial Board).

II. CLINICAL PROGRAMS

You may take advantage of all of these programs—part-time and half-time clinicals as well as judicial externships. However, you may take only one clinical program or externship in any given semester.

<u>A. Criminal & Juvenile Justice Law Clinic</u>	
Description	The Criminal and Juvenile Justice Law Clinic assists clients in criminal defense and juvenile delinquency matters under the direction of the Clinic Director. Clinic students represent indigent defendants in all phases of Superior Court criminal proceedings, from arraignment through trial. Clinic students also represent juveniles in delinquency proceedings. Clinic activities include interviewing clients and witnesses, conducting investigations, issuing subpoenas and litigating discovery issues, researching and writing

¹⁰ Note: Information provided in this Guide is subject to change at any time. Please contact the appropriate individuals for current prerequisite requirements and other restrictions.

¹¹ Students who enter in Fall 18 or later may apply 23 non-classroom units to the 87 required for their degree.

	<p>motions and oppositions, arguing motions, conducting hearings as necessary, and representing clients at trial. A weekly seminar is held to discuss clinic cases, as well as to present information on multiple aspects of criminal and juvenile defense. Clinic students are required to work 12-20 hours a week and attend a weekly two-hour class. Students must complete the following total clinic and classroom hours: 3 units = 135 hours, 4 units = 180 hours, 5 units = 225 hours, 6 units = 270 hours.</p>
Course credit	4-6 units (non-classroom)
Prerequisites	Evidence (required for 6 units; co-requisite for 4 units) and Criminal Procedure (required)
Application process	<p>Application and interview. During the prior semester, the Clinic holds an information session, reviews applications, and interviews students for enrollment in the subsequent semester.</p> <p>If selected, students must apply to be certified by the CA State Bar PTLs program.</p>
Additional information	Units apply towards the Public Interest law Certificate practicum requirement
Contact	Clinic Administrator (415) 422-6752; lawclinic@usfca.edu

B. Racial Justice Clinic

Description	<p>The Racial Justice Clinic is a collaboration between the San Francisco Public Defender's Bail Unit and USF School of Law. Under the direct supervision of attorneys from the San Francisco public defender's office, the clinic will provide law students the opportunity to use legal writing and direct advocacy to free clients from pre-trial detention. Law students will work with seasoned felony and misdemeanor trial lawyers to track racial disparities in bail settings, write, draft and argue bail hearings in court and design and implement creative strategies to reduce disparate pretrial detention and confinement of prisoners. Students will familiarize themselves with law review articles and studies on racial disparities in the criminal legal system. Students will be carefully supervised by attorneys and will receive instruction on enhancing their legal research and writing skills. Weekly class session required. Students must complete the following number of clinic and classroom hours: 3 units = 135 hours, 4 units = 180 hours, 5 units = 225 hours, 6 units = 270 hours.</p>
Course credit	3-6 units (non-classroom)
Prerequisites	Criminal Procedure (required) and Evidence (co-requisite)
Application process	<p>Application and interview. During the prior semester, the Clinic holds an information session, reviews applications, and interviews students for enrollment in the subsequent semester.</p> <p>If selected, students must apply to be certified by the CA State Bar PTLs program.</p>
Additional information	Units apply towards the Public Interest law Certificate practicum requirement
Contact	Clinic Administrator (415) 422-6752; lawclinic@usfca.edu

C. Frank C. Newman International Human Rights Law Clinic

Description	<p>Students will work on written and oral statements on international human rights issues being considered by the U.N. Human Rights Council in Geneva, Switzerland or the Commission on the Status of Women in New York (both meet in early March). Students may also work on amicus briefs raising international human rights issues in U.S. courts, or represent individual clients before the Inter-American Commission on Human Rights. Clinic students will arrange individual meetings with professor. Students will have to attend the USF Law</p>
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	Clinic classes and conduct research over winter break. Weekly class sessions required. Students must complete a total of 225 clinic and classroom hours to earn 5 units.
Course credit	5 units (non-classroom)
Prerequisites	International Human Rights course (offered in the Fall)
Application process	Application and faculty interview (Fall)
Additional information	Clinic is scheduled in the Spring semester. Units apply towards the International and Comparative Law Certificate, as well as the Public Interest Law Certificate.
Contact	Prof. Connie de la Vega, delavega@usfca.edu

D. Employment Law Clinic

Description	<p>In the Employment Law Clinic, under the supervision of Professor Robert Talbot, adjunct faculty, and the staff Attorney, students represent clients in some actual cases that vary with the semester. USF is one of the few law schools in the country that engages in this complex representation and was the first to do so. Past representation before: <i>Merit Services Protection Board (MSPB)</i>: Federal employees appealing actions such as termination or suspension. <i>U.S. Coast Guard (USCG)</i>: Mariners defending their credentials and licensed work on ships. <i>U.S. Equal Employment Opportunity Commission (EEOC)</i>: Disability, age, race, national origin, sex and other employment discrimination cases. <i>Instituto Laboral de la Raza</i>: Primarily non-English speaking immigrant clients with Wages and Hours cases, requiring students to become skilled at using translators; cases include failure to pay workers for labor and overtime, to give meal and rest breaks, and a wide range of other claims.</p> <p>Students will, among other things, conduct intake interviews, witness preparation, and discovery; prepare clients for mediations and hearings; go over all documentation relevant to the case; develop a case theory; help determine damages; write briefs; and, along with the supervising staff, represent clients in actual mediations and hearings. After mediations, students help prepare the actual settlement agreement. There will be additional mandatory training sessions scheduled prior to the start of the term. Class work consists of the study of employment discrimination law in theoretical and practical aspects, and discussion of the case work. Students will also be involved with cases selected for the interdisciplinary multi-Clinic Entrepreneurial Ventures Legal Services Project, assisting clients with the various facets of launching small start-up businesses. Clinic students are required to work 15-20 hours a week and attend a weekly class. Students must complete a total of 270 clinic hours to earn 6 units.</p>
Course credit	6 units (non-classroom)
Prerequisites	Mediation (recommended)
Application process	Application and interview. During the prior semester, the Clinic holds an information session, reviews applications, and interviews students for enrollment in the subsequent semester.
Additional information	Units apply towards the Public Interest Law Certificate practicum requirement
Contact	Clinics Administrator (415) 422-6752; lawclinic@usfca.edu

E. Internet & Intellectual Property Justice Clinic

Description	In the Internet & Intellectual Property Justice Clinic (IIP), under the supervision of Professor Robert Talbot and Professor Jessica Fajfar, students provide legal services to parties needing assistance with a variety of intellectual property matters. As of Fall 2012, USF has been participating in a Trademark Pilot Program with the United States Patent and Trademark
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	Office (USPTO). This program certifies students to practice as registered agents before the USPTO in representing clients with their federal trademark applications. Students interact with clients on many different topics, including determining whether a mark is suitable for registration and how best to protect a brand going forward. The Program is a great way to learn about trademark prosecution while also getting a business perspective. Students are also heavily involved with cases selected for the interdisciplinary multi-Clinic Entrepreneurial Ventures Legal Services Project, assisting clients with the various facets of launching small start-up businesses. The IIP Clinic does all intellectual property work for clients starting up companies. The Clinic is also a partner in “Chilling Effects”, a joint project of the EFF and other law schools’ clinics, helping the public understand protections that the First Amendment and intellectual property laws provide for online activities. Students are required to work 10-15 hours a week and attend a weekly class. Students must complete a total of 180 clinic and classroom hours to earn 4 units.
Course credit	4 units (non-classroom)
Prerequisites	Intellectual Property Survey Course (recommended)
Application process	Application and interview. During the prior semester, the Clinic holds an information session, reviews applications, and interviews students for enrollment in the subsequent semester. If selected, students must apply to be certified by the USPTO Pilot Program.
Additional information	Three (3) units may apply towards the Intellectual Property and Technology Law Certificate (one semester only)
Contact	Clinics Administrator (415) 422-6752; lawclinic@usfca.edu

<u>F. Investor Justice Clinic</u>	
Description	In the Investor Justice Clinic (IJC), under the supervision of Professor Robert Talbot, adjunct faculty, and the staff Attorney, students represent select small investors in actions involving allegations of money lost due to stock broker wrongdoing. Claims are handled through the FINRA arbitration process. The Clinic proceeds against brokers and brokerage firms for breach of fiduciary duty, negligence, fraud, and breach of contract. Students conduct intake interviews, review client financial information with the Clinic’s financial analyst, conduct research, and prepare claim documents. Cases are comprehensive, often continue for several semesters, and require extensive and diligent communication with clients. IJC students will also be the supervisors of cases selected for the interdisciplinary multi-Clinic Entrepreneurial Ventures Legal Services Project, assisting clients with the various facets of launching small start-up businesses. Clinic students are assigned various formation tasks such as entity selection, formation of the entity, division of equity, and recognition of securities and tax problems. Clinic students are required to work 15-20 hours and attend a weekly class. Students must complete a total of 225 clinic and classroom hours to earn 5 units.
Course credit	5 units (non-classroom)
Prerequisites	Corporations or equivalent experience (recommended)
Application process	Application and interview. During the prior semester, the Clinic holds an information session, reviews applications, and interviews students for enrollment in the subsequent semester.
Additional information	Units apply towards the Business Law Certificate (one semester only)
Contact	Clinics Administrator (415) 422-6752; lawclinic@usfca.edu

<u>G. Mediation Clinic</u>	
	<p>Mediation Clinic students, under the supervision of Professor Robert Talbot and adjunct faculty, appear weekly in court and take clients who volunteer for mediation, or are assigned cases by the Judge or Commissioner. Cases involve most areas of the law including traffic accidents, landlord-tenant matters, contractor cases, malpractice cases against medical professionals, property disputes, employment cases, and any other matter in Small Claims Court where the amount sued for is \$10,000 or less. Other mediation opportunities for this clinic include divorce mediation with Marin County pro per clients, and cases that are part of the San Francisco District Attorney's Restorative Justice Neighborhood Court program. Mediation Clinic students will also be available to mediate founders' disputes for the start-up clients of Entrepreneurial Ventures.</p> <p>Following a week of mandatory training sessions scheduled prior to the start of the term, students conduct mediations and draft settlement agreements for parties who are able to successfully resolve their disputes through this process. Students will be involved with cases selected for the interdisciplinary multi-Clinic Entrepreneurial Ventures Legal Services Project, assisting clients with the various facets of launching small start-up businesses. At weekly class meetings during the semester, students continue mediation training and discuss legal issues that are relevant to their cases. Clinic students are required to work 10-15 hours a week and attend a weekly class. Students must complete a total of 180 clinic and classroom hours to earn 4 units. Extra mediation opportunities may also be scheduled immediately following class.</p>
Course credit	4 units (non-classroom)
Prerequisites	Mediation (recommended)
Application process	Application and interview. During the prior semester, the Clinic holds an information session, reviews applications, and interviews students for enrollment in the subsequent semester.
Additional information	Units apply towards the Public Interest law Certificate practicum requirement
Contact	Clinics Administrator (415) 422-6752; lawclinic@usfca.edu

<u>H. Immigration and Deportation Defense Clinic</u>	
Description	<p>Under the supervision of the director and supervising attorney, students represent clients in all phases of immigration proceedings, at the asylum office, the immigration courts, and the adjudication offices of U.S. Citizenship and Immigration Services. Students also represent minors in state probate and family law courts to seek guardianships where appropriate to qualify for Special Immigrant Juvenile Status. While the principal focus of the clinic is on UAC and related cases, other removal defense cases will likely be added to the caseload over time.</p> <p>Students work under the supervision of the director, Professor Bill Ong Hing, an expert on immigration policy and community lawyering, and Supervising Attorney Jacqueline Brown Scott '05, an immigration attorney who specializes in asylum and special immigrant juvenile status cases. The clinic partners with Catholic Charities of San Francisco, San Mateo, and Marin County, and is funded by the City and County of San Francisco and the California</p>

	Department of Social Services. The clinic also works closely with the Bar Association of San Francisco and Centro Legal De La Raza in Oakland. Clinic students are required to work 10-15 hours a week in addition to attending a weekly class. Students must complete the following total clinic and classroom hours: 3 units = 135 hours, 4 units = 180 hours, 5 units = 225 hours, 6 units = 270 hours.
Course credit	3-6 units (non-classroom)
Prerequisites	Immigration Law (recommended)
Application process	Application and interview. During the prior semester, the Clinic holds an information session, reviews applications, and interviews students for enrollment in the subsequent semester.
Additional information	Units apply towards the Public Interest Law Certificate practicum requirement
Contact	Bill Hing: bhing@usfca.edu

III. EXTERNSHIP PROGRAMS

The Externship Programs permit upper-division law students who meet certain requirements to receive academic credit for externships secured with courts; law firms or corporate legal departments; public interest or legal services offices; or the legal department of government agencies or offices, including district attorney and public defender offices. Externships provide students with the opportunity to gain practical, hands-on legal training, and are intended to be high-quality experiences for students working under the supervision of experienced practitioners or judges.

In addition to the fieldwork, participants are required to attend a corresponding faculty-led Externship Course, Judicial Externship Orientation, or Data Privacy Law Skills course, submit evaluations and weekly timesheets, and complete other assignments.

There are three types of Programs: 1) Civil/Criminal Law Externship Program, 2) Judicial Externship Program, and 3) the Data Privacy Guided Externship Program.

<u>A. Civil/Criminal Law Externship Program</u>	
Description	Students may apply to receive academic credit for internships they secure with law firms, public interest or governmental agencies. In addition to the fieldwork, participants are <u>required</u> to attend a corresponding faculty-led Externship Course, which meets 3-5 times throughout the semester; submit evaluations/weekly timesheets; and complete other assignments. This course will focus on professional development and provide an introduction to legal skills. This course does not count as an extra unit.
Course Credit	Possible number of units that student may register for and required fieldwork hours: <ul style="list-style-type: none"> ● Part-Time Externship of 2 units (non-classroom) = 90 hours/semester [SUMMER ONLY] ● Part-Time Externship of 3 units (non-classroom) = 135 hours/semester ● Part-Time Externship of 4 units (non-classroom) = 180 hours/semester ● Part-Time Externship of 5 units (non-classroom) = 225 hours/semester ● Half-Time Externship of 6 units (non-classroom) = 270 hours/semester ● Half-Time Externship of 7 units (non-classroom) = 315 hours/semester ● Half-Time Externship of 8 units (non-classroom) = 360 hours/semester ● Half-Time Externship of 9 units (non-classroom) = 405 hours/semester ● Full-Time Externship of 10 units (non-classroom) = 450 hours/semester ● Full-Time Externship of 11 units (non-classroom) = 495 hours/semester

	<ul style="list-style-type: none"> ● Full-Time Externship of 12 units (non-classroom) = 540 hours/semester ● Full-Time Externship of 13 units (non-classroom) = 585 hours/semester <p>** Only 2, 3, 4 and 5-unit options available during summer term.</p>
Prerequisites	<p>When students may participate:</p> <p>Part-Time (2 (summer only), 3-5 or units) or Half-Time Externships (6-9 units):</p> <ul style="list-style-type: none"> ● Full-time students: during their second and third years of law school (i.e., starting the summer following the first year of courses) ● Part-time students: starting in the spring semester of their second year ● Part-time students who convert to full-time status after their first year: starting in the spring semester of the second year <p>Full-Time Externships (10-13 units):</p> <ul style="list-style-type: none"> ● Full-time students: during their last three semesters of law school ● Part-time students: starting in the spring semester of their second year ● Part-time students who convert to full-time status after their first year: during their last three semesters of law school <p>Students must be in good academic standing at the time they apply for <u>and</u> at the time they start the externship, and meet certain GPA requirements as follows:</p> <ul style="list-style-type: none"> - Full-Time Externships (10-13 units) → Above 2.70 and good academic standing - Half-Time Externships (6-9 units) <ul style="list-style-type: none"> ◆ Students who entered Fall 2016 & after → Above 2.60 & good academic standing ◆ Students who entered Fall 2015 & before → Above 2.50 & good academic standing - Part-Time Externships (3-5 units) → <ul style="list-style-type: none"> ◆ 2L (summer and fall): Above 2.60 and good academic standing ◆ 2L (spring) and 3L students (summer, fall, and spring): at least 2.40 (2.30 for students who entered Fall 2015 and before) and good academic standing
Application Process	<ol style="list-style-type: none"> 1) Before securing an externship with an eligible employer, please verify that you satisfy the academic criteria, meet the requisite minimum GPA requirements, and are not subject to any school-imposed course restrictions. 2) A list of pre-approved employers is included in the Externship Application Packet (see “Contact” information below). Work with the Office of Career Planning on your cover letter, resume, etc. If your desired employer is not listed as a pre-approved externship employer, have your supervising attorney complete the <i>Request for Approval of Agency/Firm for Civil/Criminal Law Externship Program</i> form. 3) After securing an offer from the employer, complete the following forms: <ul style="list-style-type: none"> ● Student Application for Civil/Criminal Law Externship Program ● Statement of Educational Goals (must be reviewed and signed by supervisor) ● Extern Supervisor and Extern Agreement (must be reviewed and signed by supervisor) ● Petition for Repeat Civil/Criminal Law Externship (required if you previously have worked/volunteered in any capacity for the agency/office) ● Attach current resume 4) If appropriate for the externship and preferred by the employer, complete and submit an application to the State Bar to become a “Certified Law Student.” Go to http://www.calbar.ca.gov/ and search “Practical Training of Law Students”.

	<p>5) Submit your completed application packet to the Externship Programs Office by the appropriate deadline listed on the cover of the Application Packet.</p> <p>Deadline for Fall semester externships → early August; Spring semester externships → early December; Summer term externships → early April.</p> <p>6) If the Externship Programs Office approves your application you will be granted access to enroll in the approved externship course.</p>
Additional Information	<p><i>Fieldwork for Employers Where You Have Previously Volunteered or Worked:</i></p> <p>A student seeking course credit for an externship with the same agency, office or firm at which a student has previously worked (whether volunteer, paid, work-study or in a previous externship) for substantial periods of time must obtain approval from the Director and Assistant Professor for the Externship Programs.</p> <p>A student may be allowed a part-time (3-5 units) or half-time (6-9 units) externship with an agency/office/firm where she/he has previously worked or interned by completing the <i>Petition for Repeat Civil/Criminal Law Externship</i> to demonstrate that the experience provides an opportunity for significant educational development. This standard may be met if a student demonstrates:</p> <ul style="list-style-type: none"> ● that the repeat externship provides new educational benefits distinct from what was learned from the work previously undertaken; and/or ● that she/he will continue to hone legal skills learned from the work previously undertaken.
Contact	<p>Externship Programs Office, Kendrick Hall Room 235 Tel. (415) 422-4467 Fax (415) 422-4470 Email: externships@usfca.edu Information and Application Packets may be found at https://www.usfca.edu/law/professional-skills/externships/civil-criminal-law</p>

<u>B. Judicial Externship Program</u>	
Description	<p>The Judicial Externship Program offers eligible students academic credit for externships they secure with international, federal and state courts.</p> <p>Externs are <u>required</u> to attend a Judicial Externship Orientation (which typically takes place on the Friday before classes begin), submit evaluations and weekly timesheets, and complete other assignments. This Orientation does not count as an extra unit.</p>
Course Credit	<p>Possible number of units that student may register for and required fieldwork hours:</p> <ul style="list-style-type: none"> ● Part-Time Externship of 2 units (non-classroom) = 90 hours/semester [SUMMER ONLY] ● Part-Time Externship of 3 units (non-classroom) = 135 hours/semester ● Part-Time Externship of 4 units (non-classroom) = 180 hours/semester ● Part-Time Externship of 5 units (non-classroom) = 225 hours/semester ● Half-Time Externship of 6 units (non-classroom) = 270 hours/semester ● Half-Time Externship of 7 units (non-classroom) = 315 hours/semester ● Half-Time Externship of 8 units (non-classroom) = 360 hours/semester ● Half-Time Externship of 9 units (non-classroom) = 405 hours/semester ● Full-Time Externship of 10 units (non-classroom) = 450 hours/semester ● Full-Time Externship of 11 units (non-classroom) = 495 hours/semester

	<ul style="list-style-type: none"> ● Full-Time Externship of 12 units (non-classroom) = 540 hours/semester ● Full-Time Externship of 13 units (non-classroom) = 585 hours/semester <p>** Only 2, 3, 4 and 5-unit options available during summer term.</p>
Prerequisites	<p>Students must comply with all of the following:</p> <ul style="list-style-type: none"> ● Full-time students may participate in the last three semesters of law school (starting spring semester of second year). Part-time students who maintain part-time status may participate in their third and fourth years (<i>i.e.</i>, starting the summer following the spring semester of their second year). <p>Minimum GPA Requirements:</p> <ul style="list-style-type: none"> ● Full-Time Externship (10-13 units) → At least 3.00 and good academic standing ● Half-Time Externship (6-9 units) → At least 2.70 and good academic standing ● Part-Time Externship (2 (summer only), 3-5 units) → Above 2.60 (Above 2.50 for students entering Fall 2015 & before) and good academic standing.
Application Process	<p>Before securing an externship with a court, please verify that you satisfy the academic criteria, meet the requisite minimum GPA requirements, and are not prohibited from participation by any school imposed course restrictions.</p> <p>A list of courts (and their contact information) that have taken USF students as externs is included in the Externship Application Packet (see “Contact” information below). Courts typically ask for a cover letter, resume, writing sample, list of references and/or unofficial transcript (the last two items are usually requested by district and appellate courts). The Individual Judge Application Details document on LawLink provides more specific information about several courts’ application and hiring guidelines. Students are advised to work with the Office of Career Planning on their cover letters, resume and application.</p> <p>After securing an offer from a judge or court, complete the following forms:</p> <ul style="list-style-type: none"> ● Student Application Form for Judicial Externship; ● Extern Supervisor and Extern Agreement (supervising judge or his/her staff/research attorney must sign this form); ● Statement of Educational Goals for Judicial Externship (supervising judge or his/her staff/research attorney must sign this form); and ● Attach current resume. <p>Submit your completed application packet to the Externship Programs Office by the appropriate deadline listed on the cover of the Application Packet.</p> <p>Deadline for Fall semester externships → early August; Deadline Spring semester externships → early December; Deadline for Summer term externships → early-April.</p> <p>If the Externship Programs Office approves your application, you will be granted access to enroll in the approved externship course.</p>
Additional Information	<p>The courts have yet to agree upon uniform deadlines for accepting applications, and judges are free to hire whenever they choose, so anything that delays your application can reduce your chances of obtaining an externship. We recommend that you apply to the courts at least three months in advance of the semester of the externship at a superior court, and even earlier for an externship with a federal or appellate court. The Office of Career Planning has written guidelines on how to prepare an application to the court. If you receive an externship offer from a court, you should respond to the offer within a day or two of receipt. For this reason, we advise that you stagger the mailing of your applications based on the order of your interest in these courts.</p>

Contact	Externship Programs Office, Kendrick Hall Room 235 Tel. (415) 422-4467 / Fax (415) 422-4470 / Email: externships@usfca.edu Information and Application Packets at https://www.usfca.edu/law/professional-skills/externships
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C. Data Privacy Guided Externship Program	
Description	Students may apply to receive academic credit for internships they secure with law firms, companies, and non-profit agencies for work that they do that is related to Data Privacy Law. Available placements will vary each semester and students should check with the externship director to see what placements are available that semester. Past placements include: ACLU of Northern California, AppDynamics, Palantir, TrustArc, Ziff Davis, ZwillGen, and others. In addition to the fieldwork, participants are <u>required</u> to attend a corresponding faculty-led Data Privacy Skills class, which meets weekly throughout the semester; submit evaluations/weekly timesheets; and complete other assignments. The Data Privacy Skills course will focus on the practice-oriented study of California and International Privacy Law, current events in Privacy Law, and professional development. This Data Privacy Skills class is a one unit course.
Course Credit	Possible number of units that student may register for and required fieldwork hours: <ul style="list-style-type: none"> ● Part-Time Externship of 2 units (non-classroom) = 90 hours/semester [SUMMER ONLY] ● Part-Time Externship of 3 units (non-classroom) = 135 hours/semester ● Part-Time Externship of 4 units (non-classroom) = 180 hours/semester ● Part-Time Externship of 5 units (non-classroom) = 225 hours/semester ● Half-Time Externship of 6 units (non-classroom) = 270 hours/semester ● Half-Time Externship of 7 units (non-classroom) = 315 hours/semester ● Half-Time Externship of 8 units (non-classroom) = 360 hours/semester ● Half-Time Externship of 9 units (non-classroom) = 405 hours/semester ● Full-Time Externship of 10 units (non-classroom) = 450 hours/semester ● Full-Time Externship of 11 units (non-classroom) = 495 hours/semester ● Full-Time Externship of 12 units (non-classroom) = 540 hours/semester ● Full-Time Externship of 13 units (non-classroom) = 585 hours/semester ** Only 2, 3, 4 and 5-unit options available during summer term.
Prerequisites	Information Privacy Law (required as at least a co-requisite) Data Privacy Skills (must be taken as a co-requisite) When students may participate: Part-Time [2 (summer only), 3-5 or units] or Half-Time Externships (6-9 units): <ul style="list-style-type: none"> ● Full-time students: during their second and third years of law school (i.e., starting the summer following the first year of courses) ● Part-time students: starting in the spring semester of their second year ● Part-time students who convert to full-time status after their first year: starting in the spring semester of the second year Full-Time Externships (10-13 units): <ul style="list-style-type: none"> ● Full-time students: during their last three semesters of law school ● Part-time students: starting in the spring semester of their second year

	<ul style="list-style-type: none"> • Part-time students who convert to full-time status after their first year: during their last three semesters of law school <p>Students must be in good academic standing at the time they apply for <u>and</u> at the time they start the externship. In addition, students' GPAs and transcript information will be taken into account during the application process.</p>
Application Process	<ol style="list-style-type: none"> 1) Before applying for an externship, please verify that you satisfy the academic criteria and are not subject to any school-imposed course restrictions. 2) Work with the Office of Career Planning on your cover letter and resume. Submit your resume, transcript, and a cover letter that indicates: a) why you are interested in participating in the Data Privacy externship program, b) what type of placement you are interested in (litigation, non-profit, compliance, big/small company), c) approximately how many hours per week you are interested in externing, and d) any relevant experience, to Associate Dean Susan Freiwald. Either she or the director of the program, if not her, will let you know if you have been selected for an interview. 3) If you are selected for the program after the interview, then the externship director will try to match with a placement by sending you to interview with the placement supervisor for one or more placements. If a match is made with a placement, then you will extern at that placement. After securing a placement, complete the following forms: <ul style="list-style-type: none"> • Student Application for the Data Privacy Externship Program • Statement of Educational Goals (must be reviewed and signed by supervisor) • Extern Supervisor and Extern Agreement (must be reviewed and signed by supervisor) 4) Applications should be submitted before the beginning of the semester in which you would like to conduct your externship, with early applications appreciated. For Fall semester externships → apply in late spring or, at latest, by early August; For Spring semester externships → apply during the fall, or at latest, early December; For Summer term externships → apply by early April. 5) Once all the paperwork is completed, the Registrar's office will granted you access to enroll in the approved externship course and the associated Data Privacy Law Skills class.
Additional Information	<p>If your placement is not yet approved to be an externship employer, your supervising attorney will have to complete the <i>Request for Approval of Agency/Firm for Data Privacy Law Externship Program</i> form before your paperwork is considered complete.</p>
Contact	<p>Associate Dean Susan Freiwald Tel. (415) 422-6304 Email: freiwald@usfca.edu</p>

IV. RESEARCH OPPORTUNITIES

A. Directed Research	
Description	A Directed Research project may be undertaken by a student as an elective and must be supervised by a full-time faculty member. The subject matter may be determined by the student and the supervising faculty member. A student may receive directed research credit for Law Review comments, Advanced Moot Court problems or Moot Court honors' briefs. Students shall <u>not</u> be paid for their Directed Research work. The supervising faculty member and student shall meet regularly throughout the semester to review the student's progress, and the student shall submit for the faculty member's evaluation a substantial written product evidencing work completed over the semester.
Course credit	May be 1 or 2 (non-classroom) unit(s) of credit and must include a <i>minimum</i> of 45 hours of work for each unit of credit. Students may take only one Directed Research per semester and only two during the student's law school career. In the event the Directed Research is for the purpose of supplementing, expanding or revising work done for a course, the student shall receive only one unit of credit.
Prerequisites	Must have completed the required first-year curriculum.
Enrollment Process	Submit a completed Directed Research Enrollment form, signed by the supervising faculty member, by the last day to add classes in any given semester, as noted on the academic calendar. Forms can be found line here - https://myusf.usfca.edu/law/registration/registrar-forms - or picked up in hard copy in the Registrar's Office.
Contact	lawregistrar@usfca.edu

B. Research Assistant (non curricular)	
Description	RAs provide research and citation support for faculty works-in-progress and help with other academic projects, as needed. <i>Note: generally, only faculty who are currently publishing hire RAs.</i>
Course Credit	None
Compensation	RAs are paid positions; wage determined by professor. Sometimes a volunteer arrangement can be made where it benefits both professor and student.
Prerequisites	Upper division, in good standing, and primarily a student who has performed particularly well in a class with the professor with whom s/he wants to work.
Application process	Generally rises out of a pre-established relationship with a given professor; interest in serving as an RA should be communicated with the professor, but availability of a position is at the professor's discretion. Hiring/pay coordinated by the Faculty Services Office.
Contact	lawfacultyservices@usfca.edu for more information or for hiring paperwork once an agreement is made with the professor.
<i>If you wish to be considered for a position with the library RA pool (working on short-term projects for various faculty), please contact Suzanne Mawhinney (skmawhinney@usfca.edu).</i>	

V. ACADEMIC JOURNALS

<u>A. Intellectual Property and Technology Law Journal</u>	
Description	<p>The University of San Francisco <i>Intellectual Property and Technology Law Journal</i> is a student-run, academic journal that provides thoughtful commentary current developments in intellectual property, data privacy and internet law in the United States and abroad. The <i>Journal</i> publishes two issues each year, typically containing three to four student or alumni-written articles, as well as six to eight written case surveys on current intellectual property and Internet law issues. The <i>Journal</i> also discusses current issues in the news on the <i>Intellectual Property and Technology Law Journal: In A Nutshell</i>.</p> <p>The <i>Journal</i> provides students with hands-on experience in research, writing, and substantive and technical editing skills that are key to success in the legal field. Not only do members thoroughly edit submitted articles, but they can also research, write, and publish their own blog post or case survey, which is a brief summary of a recent, groundbreaking intellectual property or technology case.</p>
Course credit	2 non-classroom units in the fall/spring for senior board members in their final year of study who hold the following positions: Editor-in-Chief, Managing Editor, Executive Editor, Senior Articles Editor, and Senior Surveys Editor. Each co-curricular program sets its own specific requirements to achieve credit, but must include a <i>minimum</i> of 45 hours of program work for each unit of credit.
Prerequisites	None
Application Process	<p><i>Board Members.</i> Applications will be available during the spring semester. You must be in good academic standing to apply. You will be required to submit any of the following: resume, statement of interest, writing sample, and a technical assessment. Each applicant for editorial board positions will be contacted to arrange an interview. Selection is based upon weighing each part of the application process, including substantive performance from previous experience on the <i>Journal</i>.</p> <p><i>1L Staff Members.</i> Applications for membership on the <i>Journal</i> will be available at the end of the fall semester or beginning of the spring semester. You must be in good academic standing at the end of your first year to apply. (Note: Your class standing can change considerably between the fall and spring). To apply, you will be required to submit any of the following: resume, statement of interest, writing sample, and a technical assessment. Selection is based upon weighing each piece of the application process.</p>
Additional Information	https://www.usfca.edu/law/professional-skills/student-run-academic-journals/iplb
Contact	Intellectual Property and Technology Law Journal Office: (415) 422-2489 or usf.iplb@gmail.com

<u>B. Maritime Law Journal</u>	
Description	<p>The University of San Francisco <i>Maritime Law Journal</i> is one of two student-run maritime law journals in the country. The Board of Editors researches, edits, and cite checks the submitted articles for accuracy and prepares articles for publication twice a year. The Board also prepares a survey of recent, relevant Ninth Circuit maritime cases and an annual author and topic index for relevant Ninth Circuit maritime cases and an annual author and topic index for publication once a year. The Senior Board of Editors includes seven senior positions. Students in their final year of study receive tuition reduction and 2 non-classroom credits per semester. The Senior Board of Editors elects second and third year students for the Junior Board of Editors to assist with the editing process. Students on the Junior Board of Editors receive 1 non-classroom credit per semester. Each co-curricular program sets its own specific requirements to achieve credit, but must include a <i>minimum</i> of 45 hours of program work for each unit of credit.</p> <p>The <i>Journal</i> organizes maritime externships at local firms specializing in maritime law for students on the Senior and Junior Board of Editors who have worked on the journal.</p>
Course credit	2 non-classroom units per semester for Senior Board members in their final year of study who hold the following positions: Editor-in-Chief, Literary Editor, Index/Survey Editor, Managing Editor, Executive Articles Editor or Business Editor. 1 non-classroom unit per semester for Junior Board members who hold positions of Associate Literary Editors.
Prerequisites	Students chosen for the Board must take the Maritime Law Class offered in the fall. Students who are interested in joining the Board are encouraged to volunteer as a technical editor in the spring semester of their 1L year.
Application process	Application process for 2017-2018 school year takes place in the spring.
Additional information	
Contact	<i>Maritime Law Journal</i> Office: (415) 422-2766, or usfmlj.eic@gmail.com

<u>C. USF Law Review</u>	
Description	<p>The <i>USF Law Review</i> is a student-run organization staffed and managed by students. Its dual purpose is to publish scholarship by legal experts and to encourage USF law students to cultivate their own legal voice. The <i>Law Review</i> publishes three issues each year, which include articles from professors and practitioners and student notes and/or comments. In 2014, the <i>Law Review</i> also started publishing original pieces on the <i>USF Law Review Forum</i>, an online platform to engage in legal discourse.</p> <p>Staff responsibilities include reviewing articles for source accuracy, as well as reading and editing an author's work. In addition, each staff member is encouraged to write a piece of legal scholarship. This involves identifying a compelling legal issue, researching it in-depth, and formulating a unique scholarly thesis. To help with the writing process, each staff member is paired with either a Senior Staff Member who has completed the Upper Level Research & Writing Requirement or a member of the Board of Editors.</p> <p>During the Spring semester of a staffer's first year of participation, members may apply for the <i>Law Review</i> Editorial Board. The Board is a select group of third-year students. Board positions require a summer commitment and some require local residency during the summer. Board members receive a tuition reduction for their service.</p>
Course credit	<p>Students who are invited to join the <i>Law Review</i> as 2Ls are expected to serve a two-year tenure. Students who apply and are accepted for their incoming 2L year earn 2 non-classroom units for their first year of participation (one per semester) and 1 non-classroom unit in the Spring semester of their second year of participation. Students who are invited to join the <i>Law Review</i> as 3Ls earn one unit per semester.</p> <p>Staff must complete 60 hours of law review work each semester, including 2 office hours per week for 12 weeks, each semester; Sunday edit sessions; Symposium assistance and attendance; and training sessions in citation and research. Each co-curricular program sets its own specific requirements for achieving credit but must include a minimum of 45 hours of program work for each unit of credit.</p> <p>For their second year of participation, staff members may apply to join the <i>Law Review</i> Board of Editors. If invited to join the Board, they will receive 2 (non-classroom) units each semester. Board membership includes managing staff, overseeing the editorial process, organizing the <i>Law Review</i> Symposium, and communicating with legal experts.</p>
Prerequisites	<p>To qualify for Law Review membership, applicants must be in the top 40% of their class at the end of their first year. Each member must maintain top 40% status throughout their time on Law Review.</p>
Application Process	<p>Writing Competition. The 1L Writing Competition consists of a closed universe compilation of sources and authorities which applicants use to write an abbreviated comment or note. Selection is based upon a weighted scoring system based on the comment or note and academic performance. The competition is distributed from the <i>Law Review</i> office in May, following the last final of the 1L year. Applicants have approximately five days to complete the competition.</p> <p>Write-on Process. Upper Division students not currently participating in <i>Law Review</i> can apply by submitting an original piece of academic writing. The Board will evaluate the submission for clarity, legal reasoning, quality of writing, and use of citations.</p>
Contact	<p>Law Review office 415.422.6154 or usflrev@usfca.edu</p>

VI. ADVOCACY PROGRAMS

<u>A. Moot Court Program</u>	
Description	<p>Through its Moot Court Program, USF strives to provide students a realistic sense of the rewards and challenges of practice after law school. The program incorporates a wide-range of activities giving students opportunities to hone their oral advocacy and brief writing skills, while also developing an array of soft skills needed to succeed as a lawyer. The program is also a vehicle for student and alumni / practitioner collaboration.</p> <p>The Moot Court Program includes all internal and external moot court programs. There are two internal programs (1) the Advocate of the Year Competition in the fall and (2) the First-year Moot Court Program (directed in conjunction with the Legal Research, Writing, and Analysis faculty). The external program includes all USF teams that compete against other law schools both locally and nationally in numerous appellate and trial competitions.</p>
Moot Court Board	<p>The Board is comprised of third year students who have demonstrated skill and enthusiasm for appellate and/or trial advocacy through either their position as a case counsel or team member. Board positions require various levels of summer commitment. Members of the Board receive 2 (non-classroom) units in the Fall Semester and 2 (non-classroom) units in the Spring Semester. Each co-curricular program sets its own specific requirements to achieve credit, but must include a <i>minimum</i> of 45 hours of program work for each unit of credit.</p>
Moot Court Case Counsel	<p>Case Counsel receive 1 (non-classroom) unit in the Fall Semester, 1 (non-classroom) unit in the Spring Semester, and an additional (non-classroom) unit in the Fall for completing the Advocate of the Year Competition (required of all Case Counsel). Each co-curricular program sets its own specific requirements to achieve credit, but must include a <i>minimum</i> of 45 hours of program work for each unit of credit.</p> <p>First, Case Counsel create a complex legal problem with the assistance of a Legal Research, Writing, and Analysis Professor. Then Case Counsel, with their assigned professor, guide the first year students through the written and oral advocacy exercise. They teach, coach and video their students to get them ready for the final oral argument weekend where students present their arguments against an opponent before a panel of USF alumni “judges.”</p>
Moot Court Advocacy Competition Teams	<p>Team members receive 2 (non-classroom) units in the semester of the competition, but the commitment covers the full academic year. Each co-curricular program sets its own specific requirements to achieve credit, but must include a <i>minimum</i> of 45 hours of program work for each unit of credit. Appellate Advocacy is required for all team members (3 classroom units). The Advocate of the Year Competition is also required for most team members.</p> <p>Some teams also require completion of certain substantive courses (e.g., Intellectual Property for Lefkowitz or Evidence and the Intensive Advocacy Program or a trial practice class for a trial team).</p> <p>Below are the 2017-2018 academic year competitions.</p> <ol style="list-style-type: none"> 1) American Bar Association National Appellate Advocacy Competition 2) Asylum and Refugee Law National Moot Court Competition 3) Judge John R. Brown Admiralty Moot Court Competition

	<p>4) National Criminal Trial Advocacy Competition 5) National Criminal Procedure Tournament 6) Saul Lefkowitz Moot Court Competition 7) Thomas Tang International Moot Court Competition 8) Wagner Employment and Labor Law Moot Court Competition</p> <p>NOTE: Competitions for the 2018-2019 academic year have not yet been determined.</p> <p>Appellate teams write a brief and prepare an oral argument. Trial teams prepare a case and present it to “jurors” at the competition. Either type of competition requires a great commitment of time. But during the process, students gain invaluable legal skills. Most students participate for two years.</p>
Advocate of the Year Competition	AYC is an intramural appellate advocacy competition (for 1 non-classroom unit) open to all second, third and fourth year students who have successfully completed the LRWA II course. Each co-curricular program sets its own specific requirements to achieve credit, but must include a <i>minimum</i> of 45 hours of program work for each unit of credit. Students receive a fact pattern and prepare written briefs for either the appellant or the respondent. After submission of the briefs, students prepare oral arguments. Students need to be prepared to argue over the course a series of weekends in the fall semester. The final argument culminates in a final competition where the school’s two top oral advocates argue before a panel of distinguished local judges. Awards are given for best oral argument and best brief.
Application process	Applications for Moot Court Case Counsel, the Advocacy Competition Teams, and for the Moot Court Board are available in early April. Interviews take place in mid-April and the timeline between applications and selection is very short.
Contact	Assistant Professor and Director of the Moot Court Program Amy Flynn, amflynn@usfca.edu or 415-422-5369

B. Intensive Advocacy Program (“IAP”)	
Description	<p>A two-week summer (classroom) program that teaches students litigation and trial advocacy skills under the mentorship of outstanding trial lawyers from the Bay Area and around the country. The program includes approximately 80 hours of practical workshops, lectures, and demonstrations on the topics of taking and defending depositions, direct and cross examination of lay and expert witnesses, opening statement, closing argument, and jury selection. The students complete a bench trial at the end of the first week and a jury trial at the end of the second week. The program focuses on “learning by doing,” not “learning by listening.” During the practical workshops, students will receive immediate feedback in the classroom and by video review with a faculty trial lawyer. The program is offered each year during the first two weeks of the summer semester.</p> <p>Program Directors: Doris Cheng and Elinor Leary</p>
Course credit	3 units (classroom) Graded pass/fail
Prerequisites	None
Application process	Registration during the Spring semester.
Additional information	Course requires attendance during weekends, and assignments to be completed during or after the conclusion of the 2 week program.
Contact	Andrea Crawford, usflawiap@usfca.edu

VII. TUTORS

<u>A. Support Tutors</u>	
Description	For the Academic Support Program, students plan and conduct group study sessions for a first year substantive course, attend the classes, meet and confer with the professor and with the ASP Director, hold regular office hours, read and comment on students' written work, prepare practice exams and answers with the professor approval, attend facilitator training and supervision meetings.
Course credit	1-2 (non-classroom) units per semester. Tutors must conduct a <i>minimum</i> of 45 hours of program work for each unit of credit.
Prerequisites	Better than average to excellent performance in class, understanding of subject, ability to organize, plan and create study session plans to supplement student understanding and application of the law, good communication skills, prior teaching experience helpful, and commitment to improving others.
Application process	Completion of written application in April. Interview with director.
Contact	Co-Director of ASP: Carol Wilson, Zief 004, 422-2985, wilsonc@usfca.edu ; Co-Director of ASP: Heidi Ho, Zief 005, 422.5852, hho1@usfca.edu

<u>B. Consulting Tutors</u>	
Description	For the Academic & Bar Exam Success (ABES) Program, students attend first year substantive course classes, meet and confer with the Professor, and hold regular office hours, attend training and supervision meetings.
Course credit	1 (non-classroom) unit per semester. Tutors must conduct a <i>minimum</i> of 45 hours of assigned program work for each unit of credit.
Prerequisites	Better than average to excellent performance in class, understanding of subject, ability to supplement student understanding and application of the law, good communication skills, and commitment to improving others.
Application process	Completion of written application in April. Interview with Professor Ho and Professor Cooper and approval from doctrinal Professor.
Contact	Heidi Ho hho1@usfca.edu . Cometria Cooper cccoper2@usfca.edu .

<u>C. Peer Tutors</u>	
Description	For the Reexamination Program, students provide academic assistance to re-examining students in study techniques, improving substantive understanding, outlining, analysis and exam skills.
Course credit	1 (non-classroom) unit of credit. Tutors must conduct a <i>minimum</i> of 45 hours of program work for each unit of credit.
Prerequisites	Better than average to excellent performance in class and in understanding of substantive law, ability to teach others. Prior teaching experience helpful; commitment to improving others necessary.
Application process	Completion of written application in April. Interview with students leading the peer tutor program. Program oversight by Associate Dean.
Contact	Simone Christen - simone.k.christen@gmail.com Celyn Coker - cocoker@dons.usfca.edu

VIII. SUMMER/INTERNATIONAL PROGRAMS & FUNDING

<u>A. International Summer Externships</u>	
Description	<p>These five to seven week programs allow students to learn about the law and legal institutions of other countries and apply the skills they have learned in law school. The programs present opportunities for learning and professional networking in either human rights law or international business law. Programs are open to students who have completed 28 units at the USF School of Law. The program is competitive and applicants must be in good academic standing.</p> <p>Website: https://www.usfca.edu/law/academics/international/externships https://myusf.usfca.edu/law/registration (International Programs)</p>
Summer 2018 Opportunities	<p>Externships – 4 externship/non-classroom units</p> <p>The externship program offers eligible students the opportunity to earn academic credit for work performed at government agencies, foreign judicial offices, non-governmental organizations, the UN and other multinational organizations, local law firms, and multinational businesses or business law firms, most based in the US. Program availability is based on enrollment; however summer 2018 international externships will be offered in the following countries.</p> <ul style="list-style-type: none"> ● Beijing, China ● Prague and Brno, Czech Republic ● Mexico City, Mexico ● Hanoi and Ho Chi Minh City, Vietnam ● Cities throughout Europe with an Intellectual Property focus
Course Credit	4 externship/non-classroom units, which entail 180 hours of fieldwork
Eligibility	Externship Requirements: Students must have completed 28 law school units, be in good academic standing, and have health insurance coverage.
Application Process	<p>Applications are available online at https://myusf.usfca.edu/law/registration</p> <p>Resume, statement of interest (essay of 500 words or less, Times New Roman, 12 font, 1 inch margins) explaining your interest in the program and any particular relevant personal background, and references required.</p> <p>Application deadline: January 25, 2018</p> <p>Interviews will take place in February 2018.</p> <p>Tuition deposit of \$350 is due March 5, 2018.</p> <p>Tuition deadline: May 1, 2018</p>
Additional Information	Note: A maximum of 20 non-classroom credits may be applied towards a J.D. degree.
Contact	International Summer Abroad: KN342 / 415.422.6280 / lawsummerabroad@usfca.edu

<u>B. International Semester Exchange</u>	
Description	For the Fall of 2018, the School of Law offers semester exchange study opportunities to a limited number of students at the University of Luxembourg and at Charles University in Prague. All classes are taught in English; a foreign language is not required. Additional information is available at http://www.usfca.edu/law/academics/international/student-exchange
Course Credit	The equivalent of a full time semester course load ranging from 12 to 15 units. Students may enroll only in classroom courses while abroad.
Pre-Requisite	Satisfactory completion of one year of full-time study or two years of part-time study at USF School of Law. 2 nd year students must have earned a cumulative GPA above 2.60 in the Spring semester of their first year and be in good academic standing. 3 rd year students must be in good academic standing.
Application Process	Applications are available in KN342 or online at https://myusf.usfca.edu/law/registration . The application deadline for Fall 2018 is March 15, 2018; for Spring 2019 is Aug 1, 2018.
Additional Information	USF students pay full-time tuition to USF for their semester abroad and are subject to standard conditions for financial aid eligibility. Living expenses will be calculated according to the cost of living in each location. Arrangements for dormitory housing are possible.
Contact	International Semester Exchange: KN342 / 415.422.6280 / lawsummerabroad@usfca.edu

<u>C. Keta Taylor Colby Death Penalty Project (non curricular)</u>	
Description	The Keta Taylor Colby Death Penalty Project was established to involve law students in the interim reform, and ultimate abolition, of the death penalty in the United States. Directed by Professor Amy Flynn, the principal program of the project has been the Southern Internship Program, which each summer sends law students to work with capital defense attorneys in the South. Students attend four training sessions in March and April and then are given a placement for ten weeks in the summer.
Course Credit	None
Pre-Requisite/Eligibility	Prerequisite: Criminal Law, Criminal Procedure Advantage/Recommended: Evidence, Death Penalty Law Open to students who have completed at least one year of law study as a full-time student prior to the summer.
Application Process	Applications are accepted beginning December 1 and are due in January and require the following: <ul style="list-style-type: none"> - A cover letter describing your interest in participating in the program; - A current resume; and - A law school grade report.
Additional Information	Each student receives some funding for their living expenses. Information about the program going forward will be communicated when available.
Contact	Amy Flynn, amflynn@usfca.edu , 415-422-5369 Kenji Quijano, kaquijano@usfca.edu , 415-422-5896

<u>D. PILF Summer Grant Program</u>	
Description	The Public Interest Law Foundation is a student-run organization that, as part of its mission, raises money (through a number of fundraising events) for summer grants for USF School of Law students who work in unpaid or very low paid, public interest/public sector jobs during the summer. The number of grants and amount for each grant, is based on the total amount raised by USF PILF through its fundraising efforts, matching funds donated by the deans' office, and other School of Law fundraising efforts. For the Summer 2018, there will be up to 10 grants available at \$4,000 each.
Course Credit	None
Pre-Requisite/Eligibility	To be eligible for a PILF Summer Grant, an applicant must: <ul style="list-style-type: none"> ● be in good academic standing at the USF School of Law, which can be verified by the Law Registrar's Office; ● have completed the 10 hour PILF-sponsored community service requirement; ● have secured Eligible Employment; ● not be receiving other grant funds, work-study compensation, or a salary in excess of \$2,000 for their summer work; and ● not be receiving academic credit for their summer employment.
Application Process	Applications are available online and in hard copy from KN 328. Students must submit the following materials by 5pm on April 2, 2018: <ol style="list-style-type: none"> 1. Completed 2018 USF PILF Summer Grant Application Form, including short answer questions; 2. Current resume with applicant's name, current address, email, and phone number; and 3. Confirmation letter from a public interest employer on the employer's letterhead for work during the summer of 2018.
Contact	PILF at pilf@usfca.edu or lawstudentaffairs@usfca.edu .

<u>E. Summer School Loans</u>	
Description	In order to receive <i>federal</i> financial aid, law students must be enrolled and complete a minimum of three (3) units for their summer program. Law students enrolling in two (2) or fewer summer units may apply for a private educational loan.
Course Credit	Not Applicable
Prerequisite/Eligibility	Financial need as determined by federal guidelines through FAFSA. Must be in good academic standing. Students on academic probation <u>based on fall grades</u> are not eligible for summer financial aid until/unless all spring grades have posted and good academic standing is restored. Students must be returning to USF School of Law in Fall 2018. Spring 2018 graduates are not eligible for aid in the following summer term.
Application Process	A brief synopsis of the of the application steps: <ol style="list-style-type: none"> 1. Submit FAFSA application by April 1, 2018. 2. Submit an Intent to Enroll for Summer Form (ITE) to the law school financial aid office by April 1 for any USF summer program. ITE forms are available in early March. 3. If enrolling in three (3) or more units, students may apply for a Federal Direct Graduate PLUS loan at: www.studentloans.gov but not earlier than April 1 AND only AFTER you have registered for summer classes. 4. If enrolling in two (2) or fewer units, students may apply for a private educational loan directly with a lender but no earlier than March 1 AND only

	<p>AFTER you have registered for summer classes. For information on private lenders USF Law School has worked with in the past, please go to the law school website at: https://www.usfca.edu/law/admissions/tuition-aid/jd/types-of-aid/loan-programs and scroll down to Private Loans.</p> <ol style="list-style-type: none"> 5. Once a summer private loan is approved by the lender, the student must accept the loan and submit a promissory note to the lender. 6. Continuing Federal Direct Graduate PLUS loan borrowers will have summer aid applied to their original note, which serves as a master promissory note for all future Federal Direct Graduate PLUS loans at USF. 7. New Federal Direct Graduate PLUS loan borrowers must: a) complete a master promissory note online at https://studentloans.gov before any summer Federal Direct Graduate PLUS funds are disbursed to the student, and b) complete an online Entrance Loan counseling session at: https://studentloans.gov
Additional Information	<p>More complete and detailed information about summer aid is available online at: https://www.usfca.edu/law/admissions/tuition-aid/jd/types-of-aid/summer</p>
Contact	<p>Matthew Cox in the Law School Financial Aid Office at mcox@usfca.edu or 415-422-6210.</p>

APPENDIX A (updated March 30, 2018)

REQUIRED COURSES FOR STUDENTS WHO STARTED IN FALL 2016, OR EARLIER.

Full-Time Program for entrants in Fall 16 or earlier.			Part-Time Program for entrants in Fall 16 or earlier.		
<i>First Year</i>	Fall	Spring	<i>First Year</i>	Fall	Spring
Civil Procedure	4		Civil Procedure	4	
Contracts		4	Contracts		4
Criminal Law	3		Criminal Law	3	
Legal Writing	3	3	Legal Writing	3	3
Torts	4		Torts		4
Property		4	Total units (1st year)	10	11
Elective		3			
Total units (1st year)	14	14			
			<i>Second Year</i>	Fall	Spring
	Fall	Spring	Constitutional Law	3	3
Constitutional Law	4		Property	3	3
<i>Upper Level Courses - taken after the first year</i>			<i>Upper Level Courses - taken after the first year</i>		
Evidence	4		Evidence	4	
Legal Drafting - for Fall 16 entrants only	2		Legal Drafting - for Fall 16 entrants only	2	
Legal Ethics or Professional Responsibility	3		Legal Ethics or Professional Responsibility	3	
<i>Additional Program Requirements</i>			<i>Additional Program Requirements</i>		
Bar Subject Courses:			Bar Subject Courses:		
<i>Entered F15 or earlier – 8 bar course units</i>			<i>Entered F15 or earlier – 8 bar course units</i>		
<i>Entered Fall 16 – 13 bar course units</i>			<i>Entered Fall 16 – 13 bar course units</i>		
Civil Procedure II , Community Property, Constitutional Law II , Contracts II , Corporations, Criminal Procedure , Property II , Remedies, Wills & Trusts.	8 or 13		Civil Procedure II , Community Property, Constitutional Law II , Contracts II , Corporations, Criminal Procedure , Property II , Remedies, Wills & Trusts.	8 or 13	
Bold = addresses MBE subjects			Bold = addresses MBE subjects		
Experiential Units	6		Experiential Units	6	
Upper Level Writing Requirement	0		Upper Level Writing Requirement	0	

The scope of the California bar exam with Multi-State Bar exam (MBE) subjects noted:					
Bar Exam Subjects	CA	MBE	Bar Exam Subjects Cont'd	CA	MBE
Business Associations (Corporations)	X		Evidence	X	X
Civil Procedure (Federal & California)	X	X (Fed)	Professional Responsibility	X	
Community Property	X		Real Property	X	X
Constitutional Law	X	X	Remedies	X	
Contracts	X	X	Torts	X	X
Criminal Law & Procedure	X	X	Wills & Succession	X	

APPENDIX B

REQUIRED COURSES FOR STUDENTS WHO ENTER IN FALL 2018.

Full-Time Program for Fall 18 entrants.			Part-Time Program for Fall 18 entrants.		
<i>First Year</i>	Fall	Spring	<i>First Year</i>	Fall	Spring
Civil Procedure	3	3	Civil Procedure	3	3
Contracts	3	3	Contracts	3	3
Criminal Law	-	3	Legal Writing	3	3
Criminal Procedure	-	3	Torts	2	2
Legal Writing	3	3	Total units (1st year)	11	11
Torts	4				
Total units (1st year)	13	15			
			<i>Second Year</i>	Fall	Spring
			Constitutional Law I & II	3	3
<i>Second Year</i>	Fall	Spring	Criminal Law	3	-
Constitutional Law I & II	3	3	Criminal Procedure	-	3
Property I & II	3	3	Property I & II	3	3
<i>Upper Level Courses - taken after the first year</i>			<i>Upper Level Courses - taken after the first year</i>		
Evidence	4		Evidence	4	
Legal Drafting	2 or 3		Legal Drafting	2 or 3	
Legal Ethics or Professional Responsibility	3		Legal Ethics or Professional Responsibility	3	
Bar Course Requirements			Bar Course Requirements		
<i>Two of the following CA bar subjects:</i>			<i>Two of the following CA bar subjects:</i>		
Corporations	3		Corporations	3	
Wills & Trusts	3		Wills & Trusts	3	
Remedies	3		Remedies	3	
Community Property	2		Community Property	2	
<i>Additional Program Requirements</i>			<i>Additional Program Requirements</i>		
Experiential Units	6		Experiential Units	6	
Upper Level Writing Requirement	0		Upper Level Writing Requirement	0	