



School of Law
Office of the Registrar

University of San Francisco School of Law

Fall 2026 & Spring 2027 Graduates Only

APPLICATION FOR BUSINESS LAW CERTIFICATE

Priority Deadline: Monday, September 14, 2026 (December grads must submit by this date)

For Spring/Summer grads, submission by the priority deadline allows for a certificate-eligibility audit prior to registration for spring.

Last Day to Submit Applications: Monday, February 1, 2027.

I expect to graduate and am applying to receive the Business Law Certificate. I have read and understand the Program requirements found on the law school's website at: [Business Law Certificate Information Page](#) and further understand and acknowledge that award of the Certificate is conditional upon meeting those requirements.

Name:

USF ID:

Signature:

Date:

COURSES & PROCEDURE:

COURSES: To earn a Business Law Certificate, a student must complete:

- 1) Complete at least 9 units of approved course work in the subject area. The course work must include **Business Associations formerly Corporations** and at least one additional core course. Any remaining units (to reach a minimum of 9) must be completed from the approved courses listed below.
- 2) Complete a practicum requirement related to business law.
- 3) Complete an Upper-Level Writing Requirement analyzing an issue related to business law.

All course work for the certificate must be taken for a letter grade except for any approved elective course in which credit/no credit grading is mandatory. For any course in which a letter grade is not provided, a "credit" must be achieved in order for the course to be applied to meet the certificate requirements. Students must achieve a grade of C+ or higher in each letter-graded course applied to the certificate and achieve a cumulative GPA of 2.70 or higher for all courses applied to the certificate. A student achieving a cumulative GPA of 3.50 or higher for all courses applied to meet the requirements of the certificate is awarded the certificate with honors.

Procedure: Indicate the letter grade and units received in the courses (below) that you wish to apply to the Certificate. Indicate "in progress" by marking "IP" for courses being taken during the current semester. **(If you indicate more than the required units of coursework, the Registrar's Office will choose courses with the highest grades to count toward the certificate.)**

Note: the curriculum is subject to change and not all courses are offered every year.

Core Courses:

Term	Grade	Units	Reg	Course	Term	Grade	Units	Reg	Course
				Business Associations (Req'd)					Securities Regulation
				Antitrust					

Elective Courses:

Term	Grade	Units	Reg	Course	Term	Grade	Units	Reg	Course
				Administrative Law					Employment Law
				Artificial Intelligence & the Law					Financial Services Seminar
				Bankruptcy					Information Privacy Seminar
				Corporate Governance					Intellectual Property Seminar
				Corporate Taxation					Intellectual Property Survey
				Cybersecurity Law					Int'l Business Transactions
				Employee Benefits (ERISA)					Labor Law
				Employment Discrimination					

PRACTICUM REQUIREMENT

To earn the 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) completion of a three-unit (minimum) externship relevant to business law; (2) completion of 141 hours of paid work relevant to business law; or (3) completion of a simulation or skills class designated as “Bus Prac” on the course schedule.

Practicum Requirement: Please fill out the grade, year, semester and units for the component you completed										
Term	Grade	Units	Reg	Course		Term	Grade	Units	Reg	Course
				Applied AI Practice						Negotiation
				CA Civil Discovery		n/a	n/a	n/a		Paid Position (<i>see below</i>)
				Contracts Drafting						Practice of EC/VC Law
				Entertainment Law Practice						Role of the General Counsel
				Externship						Transactional Skills
				International Summer Ext.						Trial Practice: Civil Litigation
				Mediation						

If completing the practicum requirement with a minimum of 141 hours of supervised legal work through a paid position, please complete the information below.

Organization:		Dates:	
Address:		Total # Hours:	
Supervisor:		Title:	
Email:		Phone:	
Types of Assignments:			

UPPER-LEVEL WRITING REQUIREMENT FOR THE *BUSINESS LAW* CERTIFICATE

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 also satisfies this graduation requirement. It may also satisfy the requirements of a course taken (sort by “Certificate” and “Writing Req’t” on the course schedule for acceptable courses) or a Directed Research (*see Registrar’s Office*).

Title:

Supervising Professor:

Semester Completed:

TO APPLY FOR THE CERTIFICATE, YOU MUST:

- Submit this completed application to the Law Registrar’s Office by your second to last semester.
- Submit a writing requirement enrollment form by the last day to add classes for the semester the writing requirement is being completed. *The “Certificate” box on the form must be checked.*

Law Registrar Staff Only			
First Audit Date: _____	Writ Req Status: _____	Final Audit Date: _____	
Grades Verified: _____	Units: _____	IP as of: _____	GPA: _____ Units: _____
On Track: _____	Date Notified: _____	Practicum Verified: _____	Receiving Cert: _____ Honors: _____

