

# **University of San Francisco School of Law**

## **Curriculum Guide\***

\* 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' & Registrar's Offices  
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# PART 1: 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<sup>1</sup>, 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 2019 or later

Full-Time Program		
First Year	Fall	Spring
Civil Procedure I & II	3	3
Contracts I & II	3	3
Criminal Law	-	3
Criminal Procedure	-	3
Legal Research & Writing I & II	3	3
Skills for Future Lawyers (F21 & beyond)	1	-
Torts	4	-
Total units (1st year)	14	15
Second Year	Fall	Spring
Constitutional Law I & II	3	3
Property I & II	3	3
Floating Required Courses		
Evidence	4	
Legal Drafting	2	
Legal Ethics or Professional Responsibility	3	
Bar Course Requirements: Must take at least three of the following: Community Property, Corporations, Remedies, and Wills & Trusts	8-9	
Advanced Legal Analysis: taken in last yr	2	
Additional Requirements		
Experiential Units	6	
Upper Level Writing Requirement	0	
Classroom Units Required	64	
Total Units Required for Degree	87	

Part-Time Program (Day)		
First Year	Fall	Spring
Civil Procedure I & II	3	3
Criminal Law	-	3
Criminal Procedure	-	3
Legal Research & Writing I & II	3	3
Skills for Future Lawyers (F21 & beyond)	1	-
Torts	4	-
Total units (1st year)	11	12
Second Year	Fall	Spring
Constitutional Law I & II	3	3
Contracts I & II	3	3
Property I & II	3	3
Floating Required Courses		
Evidence	4	
Legal Drafting	2	
Legal Ethics or Professional Responsibility	3	
Bar Course Requirements: Must take at least three of the following: Community Property, Corporations, Remedies, and Wills & Trusts	8-9	
Advanced Legal Analysis: taken in last yr	2	
Additional Requirements		
Experiential Units	6	
Upper Level Writing Requirement	0	
Classroom Units Required	64	
Total Units Required for Degree	87	

<sup>1</sup> 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 first year and second year required courses, which must be taken in the indicated semesters, all students must complete several additional requirements. The course requirements include “floating required courses” and “bar 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.<sup>2</sup>

Finally, degree requirements also include the completion of six (6) experiential units<sup>3</sup> 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.<sup>4</sup> 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.

Beginning in Fall 2019, to earn the JD degree, you must complete a minimum of 87 units of coursework, 60-61 units of which are in the specified required courses. This leaves you with 26-27 units of elective course work—including the experiential learning units—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 Registrar’s Office or Deans’ Office to set up an appointment.

## **B. Choosing Elective Courses: Some Considerations**

The material you study and the professors from whom you learn 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, negotiate, and work well with clients. Electives may also lead 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 early 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 & 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.

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<sup>2</sup> 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 are able to take Evidence.

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

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

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. Students must take 3 bar electives (out of Community Property, Corporations, Remedies, and Wills & Trusts). In addition, all students are required to take Advanced Legal Analysis and Legal Drafting.

California Bar Exam Subjects	Essay	MBE <sup>5</sup>
Business Associations (Corporations)	X	
Civil Procedure	Fed & CA	X
Community Property	X	
Constitutional Law	X	X
Contracts	X	X
Criminal Law & Procedure	X	X
Evidence	Fed & CA	X
Professional Responsibility	ABA & CA	
Real Property	X	X
Remedies	X	
Torts	X	X
Wills & Succession	X	

California Bar Exam Format & Timeline
<b>Day 1:</b> Morning: Three (3) 1-hr essays <b>Day 1:</b> Afternoon: Two (2) 1-hr essays & 90 min. Performance Test <b>Day 2:</b> Morning: 3 hours of 100 multiple-choice questions (MBE) <b>Day 2:</b> Afternoon: 3 hours of 100 multiple-choice questions (MBE)
<b>Essays:</b> Five (5) essay questions designed to measure ability to analyze legal issues arising from factual scenarios which involve issues within some or all of the CA Bar Exam subjects
<b>Performance Test (PT):</b> A closed universe question designed to measure ability to understand & apply legal authority in context of a problem, i.e. a practical application of the law
<b>Multistate Bar Exam (MBE):</b> 200 Multiple choice questions designed to measure understanding of the MBE subjects.
<b>Exam Allocation:</b> The written sections and the multiple-choice sections each account for 50% of the total score of the bar exam. Of the 50% written score, the five essays are worth 35% (7% each) and the PT is worth 15%

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.<sup>6</sup> 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,<sup>7</sup> 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.<sup>8</sup> Complete information about the Certificate Programs, including their respective requirements, may be found later in this Guide<sup>9</sup>

<sup>5</sup> The MBE (multi-state bar exam, also known as the multiple-choice portion of the bar) only tests federal rules.

<sup>6</sup> Course descriptions and other curricular information may be found in the Registration & Courses section of the law school's website.

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

<sup>8</sup> Community Service volunteer hours are also required for the Public Interest Law Certificate.

<sup>9</sup> 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.

## **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 dean and registrar 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 are 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.

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, strategy, and planning. In addition to enrolling in Trial Practice or the Intensive Advocacy Program (an intensive, early summer offering), 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 particularly 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.

Not every course listed is offered every year.

Basic Courses	Alternative Dispute Resolution California Civil Discovery Evidence Mediation Negotiation Trial Practice
Additional Courses	Contracts Drafting Int'l Civil Dispute Resolution Remedies
Skills Courses	Criminal & Juvenile Justice Clinic Immigration and Deportation Defense Clinic Interpersonal Dynamics for Lawyers Internet/IP Justice Clinic
Related Courses	Administrative Law Antitrust Law Employment Law Employment Discrimination
Advisors	Professors Bazelon, Fajfar, Green, Hing, Rosenberg, and Rudolph



## 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 year.

Basic Courses	Administrative Law Constitutional Law Federal Income Taxation First Amendment and Free Speech	
Additional Courses	Advanced Criminal Procedure Bankruptcy Corporations Education Law Employment Discrimination Employment Law Energy Law Environmental Law Family Law	Health Law Immigration Law Information Privacy International Human Rights Labor Law Poverty Law Sexuality Law Wrongful Convictions Seminar
Skills Courses	Criminal & Juvenile Justice Clinic Immigration and Deportation Defense Clinic International Human Rights Clinic Internet/IP Justice Clinic Racial Justice Clinic	
Related Courses	Bioethics and Law Intellectual Property Survey Water & Natural Resources Law	
Advisors	Professors Bazelon, Green, Harris, Kaswan, Nice, 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, and is a California Bar tested subject. 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 year.

Basic Courses	Corporations Federal Income Taxation	
Additional Courses	Antitrust Law Bankruptcy Blockchain Technology & the Law Corporate Taxation International Business Transactions Securities Regulation	
Skills Courses	Contracts Drafting Negotiation Transactional Skills	
Related Courses	Administrative Law Employment Law Environmental Law ERISA (Employee Benefits) Intellectual Property Survey	Labor Law Maritime Law Patent Law Patent Licensing & Monetization Trademark Law
Advisors	Professors Dibadj, Price, and Rosenberg	

## 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 Advanced Criminal Procedure, Interrogations & Confessions, 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 year.

Basic Courses	Criminal Law Criminal Procedure Evidence
Additional Courses	Advanced Criminal Procedure Interrogations & Confessions Wrongful Convictions Seminar
Skills Courses	Criminal & Juvenile Justice Clinic Intensive Advocacy Program Racial Justice Clinic Trial Practice (criminal)
Related Courses	Antitrust Law Constitutional Law
Advisors	Professors Bazelon, Flynn, 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 year.

Basic Courses	Community Property Estate Planning Family Law Federal Income Taxation Wills & Trusts
Additional Courses	Alternative Dispute Resolution
Skills Courses	Mediation Negotiation
Related Courses	Bioethics and Law ERISA (Employee Benefits) Health Law Sexuality Law
Advisors	Professors Green, Ibarra, 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, 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.

Not every course listed is offered every year.

Basic Courses	Copyright Law Intellectual Property Survey Patent Law Trademark Law
Additional Courses	Antitrust Law Art Law Blockchain Technology & the Law Entertainment and Media Law Information Privacy Intellectual Property Seminar Legal Issues in Sports Patent Licensing & Monetization
Skills Courses	Internet/IP Justice Clinic Privacy & Technology Skills
Related Courses	Administrative Law International Business Transactions International Civil Dispute Resolution
Advisors	Professors Fajfar, Freiwald, and Li

## 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 year.

Basic Courses	Comparative Law International Business Transactions International Civil Dispute Resolution International Human Rights Public International Law
Additional Courses	International Taxation
Skills Courses	Immigration & Deportation Defense Clinic Immigration Policy Clinic International Human Rights Clinic
Related Courses	Administrative Law Corporations Employment Law Immigration Law Labor Law
Advisors	Professors Dibadj and Harris

## 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, or 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 year.

Basic Courses	Employment Discrimination Employment Law Labor Law
Additional Courses	Administrative Law Arbitration Employment Law Seminar Entertainment and Media Law ERISA (Employee Benefits) Legal Issues in Sports
Skills Courses	Contracts Drafting Litigating Workers' Rights in the Gig Economy Mediation Negotiation Transactional Skills
Related Courses	Alternative Dispute Resolution Appellate Advocacy Corporations Immigration Law Sexuality Law
Advisors	Professors Green 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 Property Law
Additional Courses	Administrative Law Energy Law Maritime Law Water & Natural Resources Law
Skills Courses	Mediation Negotiation
Related Courses	Commercial Real Estate Transactions
Advisors	Professors Ibarra 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 year.

Basic Courses	Administrative Law Corporations Poverty Law Remedies	
Additional Courses	Animal Law Employment Discrimination Health Law Immigration Law Information Privacy International Human Rights Sexuality Law Wrongful Convictions Seminar	
Skills Courses	Criminal & Juvenile Justice Law Clinic Immigration and Deportation Defense Clinic Immigration Policy Clinic International Human Rights Clinic Racial Justice Clinic	
Related Courses	Domestic Violence Litigation Education Law Employment Law Energy Law Environmental Law	Family Law Labor Law Poverty Law Racism & Justice Seminar Water & Natural Resources Law
Advisors	Professors Bazelon, Harris, Hing, Liebman, 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 year.

Basic Courses	Administrative Law Federal Income Taxation
Additional Courses	CA Tax Appeals Assistance Program (TAAP) Corporate Taxation International Taxation Partnership Taxation State and Local Taxation
Skills Courses	N/A
Related Courses	Community Property Corporations ERISA (Employee Benefits) Estate Planning Family Law Wills & 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.

<b>A. Business Law Certificate</b>	
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 <b>Corporations</b> and at least one additional core course:</p> <ul style="list-style-type: none"> <li>• Antitrust Law</li> <li>• Secured Transactions</li> <li>• Securities Regulation</li> </ul> <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.</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 a 3-unit (minimum) externship relevant to business law; (2) complete 141 hours of paid work relevant to business law; or (3) 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 2.70 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 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 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.</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 from 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	<p>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.</p> <p>Students must inform their supervising instructor if a Writing Requirement is being used to fulfill a certificate requirement before completing the enrollment form.</p>
Application Process	<p>A student must submit an application to the Law Registrar's Office. Applications will not be accepted until the student's final year of study. Applications must be submitted on or before the last day to drop classes for that term.</p> <p>Applications can be found on the Registrar's Office forms page at:  <a href="https://myusf.usfca.edu/law/registration/registrar-forms">https://myusf.usfca.edu/law/registration/registrar-forms</a>.</p>
Additional Information	It is each student's responsibility to ensure 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. Students are eligible to receive only one certificate.
Contact	Law Registrar's Office, lawregistrar@usfca.edu, (415) 422-6778

<b>B. Intellectual Property and Technology Law Certificate</b>	
Description	The Intellectual Property and Technology Law Certificate provides students the opportunity to study both traditional areas of IP, such as Patents and Trademarks, as well as newer and evolving IP areas such as Information Privacy and Blockchain.
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	<p>A student must complete at least two of the following core courses:</p> <ul style="list-style-type: none"> <li>• Copyright Law</li> <li>• Intellectual Property Survey</li> <li>• Information Privacy</li> <li>• Patent Law</li> <li>• Trademark Law</li> </ul> <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 IP &amp; Tech Certificate elective courses.</p>
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

	<p>following ways: (1) complete the Internet &amp; IP Justice Clinic; (2) complete a 3-unit (minimum) externship relevant to intellectual property &amp; technology law; (3) complete 141 hours of paid work relevant to intellectual property &amp; technology law; or (4) complete 3 units of simulation or experiential class(es) designated as “IP Prac” on the course schedule.</p>
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 2.70 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 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 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.</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 from 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	<p>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.</p> <p>Students must inform their supervising instructor if a Writing Requirement is being used to fulfill a certificate requirement before completing the enrollment form.</p>
Application Process	<p>A student must submit an application to the Law Registrar’s Office. Applications will not be accepted until the student’s final year of study. Applications must be submitted on or before the last day to drop classes for that term.</p> <p>Applications can be found on the Registrar’s Office forms page at: <a href="https://myusf.usfca.edu/law/registration/registrar-forms">https://myusf.usfca.edu/law/registration/registrar-forms</a>.</p>
Additional Information	<p>It is each student’s responsibility to ensure that all requirements for the IP &amp; Technology Certificate are satisfied in a timely manner. Interested students should plan their curricular choices accordingly beginning in their second year. Students are eligible to receive only one certificate.</p>
Contact	<p>Law Registrar’s Office, <a href="mailto:lawregistrar@usfca.edu">lawregistrar@usfca.edu</a>, (415) 422-6778</p>

<b>C. International and Comparative Law Certificate</b>	
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"> <li>• Comparative Law</li> <li>• International Business Transactions</li> <li>• International Human Rights</li> <li>• Public International Law</li> </ul> <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.</p> <p>Additionally, qualifying international law classroom courses completed in a USF School of Law Semester Abroad Program may be applied towards the remaining ICL Certificate elective units.</p>
Practicum Requirement	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 or a minimum of 3 units in the Immigration Deportation & Defense Clinic or Immigration Policy 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; or (4) complete 3 units of simulation or experiential class(es) designated as “ICL Prac” on the course schedule.
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 2.70 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 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.</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

	<p>another ABA accredited law school to meet the requirements of the International and Comparative Law Certificate, prior approval (in writing) must be obtained from 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 Research and Writing Requirement project and may be used to satisfy that requirement and/or the requirements of a course taken for credit.</p> <p>Students must inform their supervising instructor if a Writing Requirement is being used to fulfill a certificate requirement before completing the enrollment form.</p>
Application Process	<p>A student must submit an application to the Law Registrar's Office. Applications will not be accepted until the student's final year of study. Applications must be submitted on or before the last day to drop classes for that term.</p> <p>Applications can be found on the Registrar's Office forms page at: <a href="https://myusf.usfca.edu/law/registration/registrar-forms">https://myusf.usfca.edu/law/registration/registrar-forms</a>.</p>
Additional Information	<p>Study abroad programs are highly recommended. It is each student's responsibility to ensure 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. Students are eligible to receive only one certificate.</p>
Contact	<p>Law Registrar's Office, <a href="mailto:lawregistrar@usfca.edu">lawregistrar@usfca.edu</a>, (415) 422-6778</p>

<b>D. Labor and Employment Law Certificate</b>	
Description	<p>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.</p>
Requirements Summary	<p>To earn the Labor and Employment Law (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 labor and employment law; and (3) complete an Upper Level Research and Writing Requirement analyzing an issue related to labor and employment law.</p> <p>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.</p>
Course Requirements	<p>A student must complete at least two of the following core courses:</p> <ul style="list-style-type: none"> <li>• Employment Discrimination</li> <li>• Employment Law</li> <li>• Labor Law</li> </ul>

	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.
Practicum Requirement	To earn the 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 International Human Rights Clinic if work is relevant to labor and employment law; (2) participate in and complete an advocacy team course relevant to labor and employment law; (3) complete a 3 unit (minimum) externship relevant to labor and employment law; (4) complete 141 hours of paid work relevant to labor and employment law; or (5) complete 3 units of simulation or experiential class(es) designated as "LE Prac" on the course schedule.
Scholastic Requirements	<p>Labor and Employment 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 grading is mandatory. For any course in which a letter grade is not provided, and "credit" 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 Labor and Employment Law Certificate, prior approval (in writing) must be obtained from 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 Labor and Employment 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 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.</p> <p>Students must inform their supervising instructor if a Writing Requirement is being used to fulfill a certificate requirement before completing the enrollment form.</p>



Application Process	<p>A student must submit an application to the Law Registrar's Office. Applications will not be accepted until the student's final year of study. Applications must be submitted on or before the last day to drop classes for that term.</p> <p>Applications can be found on the Registrar's Office forms page at:  <a href="https://myusf.usfca.edu/law/registration/registrar-forms">https://myusf.usfca.edu/law/registration/registrar-forms</a>.</p>
Additional Information	It is each student's responsibility to ensure 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. Students are eligible to receive only one certificate.
Contact	Law Registrar's Office, <a href="mailto:lawregistrar@usfca.edu">lawregistrar@usfca.edu</a> , (415) 422-6778

<b>E. Public Interest Law Certificate</b>	
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 community service 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 volunteer hours 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.
Practicum Requirement	Students must complete a minimum of 150 hours of supervised legal work in a public interest or qualifying government organization. This community service requirement may be satisfied through participation in a clinical program.
Volunteer Requirement	Students must complete a minimum of 50 volunteer hours with organizations on projects that benefit the public. These 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.
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 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.</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

	<p>another ABA accredited law school to meet the requirements of the Public Interest Law Certificate, prior written approval must be obtained from 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>
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 &amp; Writing Requirement project and may be used to satisfy that requirement and/or the requirements of a course taken for credit.</p> <p>Students must inform their supervising instructor if a Writing Requirement is being used to fulfill a certificate requirement before completing the enrollment form.</p>
Application Process	<p>A student must submit an application to the Law Registrar's Office. Applications will not be accepted until the student's final year of study. Applications must be submitted on or before the last day to drop classes for that term.</p> <p>Applications can be found on the Registrar's Office forms page at: <a href="https://myusf.usfca.edu/law/registration/registrar-forms">https://myusf.usfca.edu/law/registration/registrar-forms</a>.</p>
Additional Information	<p>It is each student's responsibility to ensure that all requirements for the PIL certificate are satisfied in a timely manner. Interested students should plan their curricular choices accordingly beginning in the second year. Students are eligible to receive only one certificate.</p>
Contact	<p>Law Registrar's Office, <a href="mailto:lawregistrar@usfca.edu">lawregistrar@usfca.edu</a>, (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>
Requirements Summary	<p>To earn a 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.</p>
Course Requirements	<p>To receive the Taxation Law Certificate, a student must complete: <b>Federal Income Taxation (3 units)</b></p> <p>Any remaining units (to reach a total of 9) must be completed by taking additional international and taxation law courses and/or course electives.</p>
Practicum Requirement	<p>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</p>

	of paid work relevant to tax law; or (4) complete 3 units of simulation or experiential learning class(es) designated as “Tax Prac” on the course schedule.
Scholastic Requirements	<p>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.</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 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.</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 Tax Law Certificate, prior approval (in writing) must be obtained from 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 Tax 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 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.</p> <p>Students must inform their supervising instructor if a Writing Requirement is being used to fulfill a certificate requirement before completing the enrollment form.</p>
Application Process	<p>A student must submit an application to the Law Registrar’s Office. Applications will not be accepted until the student’s final year of study. Applications must be submitted on or before the last day to drop classes for that term.</p> <p>Applications can be found on the Registrar’s Office forms page at:  <a href="https://myusf.usfca.edu/law/registration/registrar-forms">https://myusf.usfca.edu/law/registration/registrar-forms</a>.</p>
Additional Information	It is each student’s responsibility to ensure 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. Students are eligible to receive only one certificate.
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 REQUIREMENTS<sup>10</sup>

The law school curriculum is comprised of both “classroom” and “non-classroom” courses. To obtain the Juris Doctor degree, all students must earn a minimum of 64 classroom units. The rest of the degree units may be classroom or non-classroom. Students may apply up to 23 non-classroom units to the 87 required degree units.<sup>11</sup>

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, Moot Court, and by being a Tutor or being on the staff of the Intellectual Property & Technology Law Journal or 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 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 clinics as well as judicial externships. *However, you may take only one clinical program or externship in any given semester.*

A. Criminal & Juvenile Justice Law Clinic	
Description	<p>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 activities include interviewing clients and witnesses, conducting investigations, issuing subpoenas, and litigating discovery issues, researching, and writing motions and oppositions, arguing motions, conducting hearings as necessary, and representing clients at trial.</p> <p>Students may also have the opportunity to represent San Quentin clients at parole hearings who were convicted as juveniles. A weekly seminar is held to discuss clinic cases, as well as to present information on multiple aspects of criminal and juvenile defense.</p>

<sup>10</sup> 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.

<sup>11</sup> There is no limit to the number of non-classroom units which a student may take, but only a limited number will apply to their degree and qualify for federal financial aid.

	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.
Course credit	3-6 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	Heidi Tate, Director, Law Clinic Administration (415) 422-6752; lawclinic@usfca.edu

<b>B. Racial Justice Clinic</b>	
Description	<p>In the Racial Justice Clinic (RJC), some RJC students will work under the direct supervision of Professor Bazelon and Staff Attorneys Nicole Fuller and Charlie Nelson Keever. RJC students supervised by Professor Bazelon will work with her on a wrongful conviction case in Indiana, and school disciplinary hearing cases throughout the United States.</p> <p>They will assist the SF DA's Innocence Commission, Professor Bazelon, and Charlie Nelson Keever in their work reviewing wrongful conviction cases and Professor Bazelon and Nicole Fuller in implementing the California Racial Justice Act, which allows defendants at any stage of the proceedings to challenge as racial biased specific decisions in jury selection, the admission of evidence at trial, and for those whose convictions became final after January 1, 2021, to challenge their convictions.</p> <p>Other students will work at the San Francisco Public Defender's Office under the supervision of Professor Wilson and other trial attorneys in the PD's office on discrete projects that are designed to confront and address the racialization of the criminal justice system. San Francisco Public Defender-based RJC projects will include, but are not limited to, working in the Pretrial Release Unit and the Integrity Unit.</p> <p>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	Heidi Tate, Director, Law Clinic Administration (415) 422-6752; lawclinic@usfca.edu
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<b>C. Frank C. Newman International Human Rights Law Clinic</b>	
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 Clinic classes and conduct research over winter break.</p> <p>Weekly class sessions required. Students must complete a total of 225 clinic and classroom hours to earn 5 units; 270 clinic and classroom hours to earn 6 units.</p>
Course credit	5 or 6 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 practicum requirement for the International and Comparative Law Certificate and the Public Interest Law Certificate.
Contact	Heidi Tate, Director, Law Clinics Administration (415) 422-6752; lawclinic@usfca.edu

<b>D. Internet &amp; Intellectual Property Justice Clinic</b>	
Description	<p>In the Internet and Intellectual Property Justice Clinic (IP Clinic), students represent pro bono clients, handling trademark, copyright, and patent cases from intake to resolution. Clients are individuals and startups working toward social and environmental change, as well as artists and musicians making the world a brighter place.</p> <p>The IP Clinic also assists in copyright and trademark disputes. Students become registered agents under the United States Patent and Trademark Office (USPTO) Patent and Trademark Programs, allowing them to practice patent and trademark law (under faculty supervision) before the USPTO.</p> <p>In addition, students may take on internet-related and contract related tasks such as assisting clients with privacy policies, terms of service, domain disputes, and an array of different contracts such as NDAs and IP license agreements. Students are required to work a total of 225 clinic and classroom hours to earn 5 units.</p>
Course credit	5 units (non-classroom)
Prerequisites	Intellectual Property Survey (recommended)
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 USPTO Pilot Program.</p>

Additional information	Units apply towards the Intellectual Property and Technology Law Certificate practicum requirement
Contact	Heidi Tate, Director, Law Clinics Administration (415) 422-6752; lawclinic@usfca.edu

<b>E. Immigration and Deportation Defense Clinic</b>	
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 asylum, UAC and related cases, other removal defense relief cases are included in the caseload.</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 community-based organizations in San Francisco, San Mateo, Sonoma, and Central Valley counties, and is funded by the City and County of San Francisco and the California Department of Social Services.</p> <p>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.</p>
Course credit	3-6 units (non-classroom)
Prerequisites	Immigration Law or U.S. Asylum Law Seminar
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 International & Comparative Law Certificate and the Public Interest Law Certificate practicum requirement.
Contact	Heidi Tate, Director, Law Clinics Administration (415) 422-6752; lawclinic@usfca.edu

<b>F. Immigration Policy Clinic</b>	
Description	<p>This clinic is primarily focused on policy advocacy, research, and writing. While the range of possible projects is wide, students have worked on developing practice approaches to working with clients suffering from post-traumatic stress, developing a sample brief to be share with other agencies on how resisting gang recruitment is a form of political opinion, conducting Know Your Rights presentations for adults around the Bay Area, developing immigration conversation strategies for children in families with deportable members, engaging in legislative advocacy on behalf of the DREAM Act, assisting in research on a class action lawsuits filed by Centro Legal De La Raza, ACLU, and the Catholic Legal Immigration Network,</p>

	<p>researching country conditions for immigrants applying for asylum, opposing the detention of unaccompanied children, and working with local city governments to pass resolutions in favor of extending protections to those who have had temporary protected status (TPS) from Haiti, El Salvador, Honduras, and Nicaragua currently in the United States.</p> <p>The Policy Clinic also has taken a handful of “crim-imm” clients who need representation in Superior Court to obtain post-conviction relief after unknowingly pleading guilty years ago to an offense that rendered them deportable.</p> <p>Also, in partnership with the Catholic Legal Immigration Network, students can work on cases involving detained immigrants in ICE detention centers in such places as Pennsylvania and Georgia who represented themselves pro se before an immigration judge and now have an appeal to the Board of Immigration Appeals. Students review the records and write the BIA appellate briefs on behalf of the detained individual. The clinic also works in partnership with Black migrant rights organizations on asylum cases and racial justice projects.</p> <p>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: 2 units = 90, 3 units = 135 hours, 4 units = 180 hours, 5 units = 225 hours.</p>
Course credit	2-5 units (non-classroom)
Prerequisites	Immigration Law (co-requisite)
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 International & Comparative Law Certificate and Public Interest Law Certificate practicum requirement
Contact	Heidi Tate, Director, Law Clinics Administration (415) 422-6752; lawclinic@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, submit evaluations and weekly timesheets, and complete other assignments.

There are four types of Domestic Externship Programs: 1) Civil Law Externship Program, 2) Judicial Externship Program, 3) Criminal Law Externship Program, 4) CA Tax Appeals Assistance Program

<b>A. Civil/Criminal Law Externship Program</b>			
Description	Students may apply to receive academic credit for internships they secure with law firms, public interest organizations, or governmental agencies. In addition to the fieldwork, participants are required 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:		
	Time	Units (non-classroom)	Hours per semester
	Part-Time	2 [SUMMER ONLY]	90
	Part-Time	3	135
	Part-Time	4	180
	Part-Time	5	225
	Half-Time	6	270
	Half-Time	7	315
	Half-Time	8	360
	Half-Time	9	405
	Full-Time	10	450
	Full-Time	11	495
	Full-Time	12	540
	Full-Time	13	585
	** Only 2, 3, 4 and 5-unit options available during summer term.		
Prerequisites	When students may participate: Part-Time (2 (summer only), 3-5 units) or Half-Time Externships (6-9 units): <ul style="list-style-type: none"> <li>• Full-time students: during their second and third years of law school (i.e., starting the summer following the first year of courses)</li> <li>• Part-time students: starting in the spring semester of their second year</li> <li>• Part-time students who convert to full-time status after their first year: starting in the spring semester of the second year</li> </ul>		

	<p>Full-Time Externships (10-13 units):</p> <ul style="list-style-type: none"> <li>• Full-time students: during their last three semesters of law school</li> <li>• Part-time students: starting in the spring semester of their second year</li> <li>• Part-time students who convert to full-time status after their first year: during their last three semesters of law school</li> </ul> <p>Students must be in good academic standing at the time they apply for and at the time they start the externship, and meet certain GPA requirements as follows:</p> <ul style="list-style-type: none"> <li>• Full-Time Externships (10-13 units) → 2.70 and good academic standing</li> <li>• Half-Time Externships (6-9 units) → 2.60 &amp; good academic standing</li> <li>• Part-Time Externships (3-5 units) → 2.60 (2Ls in fall), 2.40 (2Ls in spring), 2.30 (3Ls in fall and spring)</li> <li>• All Summer Externs: 2.30 &amp; good academic standing</li> </ul>
Application process	<ol style="list-style-type: none"> <li>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.</li> <li>2. Work with the Office of Career Services on your cover letter, resume, etc. If your desired employer is not listed as a pre-approved externship employer, have your supervising attorney contact <a href="mailto:externships@usfca.edu">externships@usfca.edu</a>. A list of pre-approved employers is found here: <a href="https://myusf.usfca.edu/law/externships/prior-externships">https://myusf.usfca.edu/law/externships/prior-externships</a>.</li> <li>3. After securing an offer from the employer, complete the application found here: <a href="https://myusf.usfca.edu/law/externships">https://myusf.usfca.edu/law/externships</a>.</li> <li>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 <a href="http://www.calbar.ca.gov/">http://www.calbar.ca.gov/</a> and search “Practical Training of Law Students”.</li> <li>5. Submit your completed application packet to the Externship Programs Office by the appropriate deadline found here: <a href="https://myusf.usfca.edu/law/externships">https://myusf.usfca.edu/law/externships</a>. Externship Programs Office does not accept late applications. <ul style="list-style-type: none"> <li>• Deadline for Fall semester externships → early August;</li> <li>• Spring semester externships → early December;</li> <li>• Summer term externships → early April.</li> </ul> </li> </ol> <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>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 according to the following guidelines:</p> <ul style="list-style-type: none"> <li>• A student may not enroll in an externship program with the same mentor or at the same site at which the student has been placed as an extern, had an employment relationship, or has worked as a volunteer unless the</li> </ul>

	<p>placement will provide a qualitatively different or substantially more rigorous learning experience than the student previously experienced.</p> <ul style="list-style-type: none"> <li>• A student may receive externship credit for no more than two semesters at the same placement.</li> <li>• A student may receive up to 9 credits during their second semester at the same placement.</li> </ul>
Contact	<p>Externship Programs Office, Kendrick Hall Room 339  Tel. (415) 422-4467 / Email: <a href="mailto:externships@usfca.edu">externships@usfca.edu</a>  Information and Application Packets at <a href="https://myusf.usfca.edu/law/externships">https://myusf.usfca.edu/law/externships</a></p>

B. Judicial Externship Program																																									
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 required to attend a Judicial Externship Orientation (which typically takes place on the first Saturday after 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> <table><tr><td>Time</td><td>Units (non-classroom)</td><td>Hours per semester</td></tr><tr><td>Part-Time</td><td>2 [SUMMER ONLY]</td><td>90</td></tr><tr><td>Part-Time</td><td>3</td><td>135</td></tr><tr><td>Part-Time</td><td>4</td><td>180</td></tr><tr><td>Part-Time</td><td>5</td><td>225</td></tr><tr><td>Half-Time</td><td>6</td><td>270</td></tr><tr><td>Half-Time</td><td>7</td><td>315</td></tr><tr><td>Half-Time</td><td>8</td><td>360</td></tr><tr><td>Half-Time</td><td>9</td><td>405</td></tr><tr><td>Full-Time</td><td>10</td><td>450</td></tr><tr><td>Full-Time</td><td>11</td><td>495</td></tr><tr><td>Full-Time</td><td>12</td><td>540</td></tr><tr><td>Full-Time</td><td>13</td><td>585</td></tr></table> <p>** Only 2, 3, 4 and 5-unit options available during summer term.</p>		Time	Units (non-classroom)	Hours per semester	Part-Time	2 [SUMMER ONLY]	90	Part-Time	3	135	Part-Time	4	180	Part-Time	5	225	Half-Time	6	270	Half-Time	7	315	Half-Time	8	360	Half-Time	9	405	Full-Time	10	450	Full-Time	11	495	Full-Time	12	540	Full-Time	13	585
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Full-Time	12	540																																							
Full-Time	13	585																																							
Prerequisites	<p>Students must comply with all of the following:</p> <p>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.e., starting the summer following the spring semester of their second year).</p> <p>Minimum GPA Requirements:</p> <ul style="list-style-type: none"><li>• Full-Time Externship (10-13 units) →At least 3.00 and good academic standing</li><li>• Half-Time Externship (6-9 units) →At least 2.70 and good academic standing</li></ul>																																								

	<ul style="list-style-type: none"> <li>• Part-Time Externship (3-5 units) → At least 2.60 and good academic standing.</li> <li>• All Summer Externs (2-5 units) → 2.30 and good academic standing</li> </ul>
Application process	<ol style="list-style-type: none"> <li>1. 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.</li> <li>2. A list of courts (and their contact information) that have taken USF students as externs is found here: <a href="https://myusf.usfca.edu/law/externships/prior-externships">https://myusf.usfca.edu/law/externships/prior-externships</a>. 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). Students are advised to work with the Office of Career Services on their cover letters, resume and application.</li> <li>3. After securing an offer from a judge or court, complete the judicial externship application found here: <a href="https://myusf.usfca.edu/law/externships">https://myusf.usfca.edu/law/externships</a>.</li> <li>4. Submit your completed application packet to the Externship Programs Office by the appropriate deadline listed on the cover of the Application Packet <ul style="list-style-type: none"> <li>• Deadline for Fall semester externships → early August;</li> <li>• Deadline Spring semester externships → early December;</li> <li>• Deadline for Summer term externships → early-April.</li> </ul> </li> </ol> <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. Email <a href="mailto:externships@usfca.edu">externships@usfca.edu</a> for written guidelines on how to prepare an application to the court.</p> <p>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	<p>Externship Programs Office, Kendrick Hall Room 339  Tel. (415) 422-4467 / Email: <a href="mailto:externships@usfca.edu">externships@usfca.edu</a>  Information and Application Packets at <a href="https://myusf.usfca.edu/law/externships">https://myusf.usfca.edu/law/externships</a></p>

<b>C. CA Tax Appeals Assistance Program</b>	
Description	<p>Tax Appeals Assistance Program (TAAP) provides students with the opportunity to assist low-income, and underrepresented, individuals in certain state income tax disputes before the California Office of Tax Appeals (OTA). Under the supervision of an attorney from the Franchise Tax Board's Taxpayer Rights Advocate's Office, students assist taxpayers with state income tax disputes against the California</p>

	<p>Franchise Tax Board (FTB). Students are assigned their own cases to work on in all aspects: manage the case files and case deadlines, interview clients and witnesses, develop evidential support for the cases, research substantive and procedural law, write case briefs and client advise letters, design case strategy, negotiate with FTB for case resolution, and represent clients in conferences and oral hearings before the OTA.</p> <p>In addition to the fieldwork, participants are required to attend a corresponding faculty-led Externship Course, submit evaluations and weekly timesheets, and complete other assignments.</p> <p>Students may apply to receive academic credit for TAAP. In addition to the fieldwork, participants are required to attend a corresponding faculty-led Externship Course, which meets once per week throughout the semester, submit evaluations/weekly timesheets, and complete other assignments. This course will focus on client skills, brief writing, oral argument, and state tax appeals. This course 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"> <li>• Externship of 2 units (non-classroom) = 90 hours/semester</li> <li>• Externship of 3 units (non-classroom) = 135 hours/semester</li> <li>• Externship of 4 units (non-classroom) = 180 hours/semester</li> </ul>
Prerequisites	<p>When students may participate:</p> <p>Full-time students: during their second and third years of law school (i.e., starting the summer following the first year of courses)</p> <p>Part-time students: starting in the spring semester of their second year</p> <p>Part-time students who convert to full-time status after their first year: starting in the spring semester of the second year.</p> <p>Students must be in good academic standing at the time they apply for and at the time they start the externship, and meet certain GPA requirements as follows for 2-4 units:</p> <ul style="list-style-type: none"> <li>• 2.60 (2Ls in fall)</li> <li>• 2.40 (2Ls in spring)</li> <li>• 2.30 (3Ls in fall and spring)</li> <li>• All Summer Externs: 2.30 &amp; good academic standing</li> </ul>
Application process	<ol style="list-style-type: none"> <li>1. Apply online at <a href="https://myusf.usfca.edu/law/externships">https://myusf.usfca.edu/law/externships</a> by the last day of classes the semester before you would like to enroll in TAAP. Before applying, please verify that you satisfy the academic criteria, meet the requisite minimum GPA requirements, and are not subject to any school-imposed course restrictions.</li> <li>2. Submit your completed application packet to the Externship Programs Office by the appropriate deadline found here: <a href="https://myusf.usfca.edu/law/externships">https://myusf.usfca.edu/law/externships</a>. Externship Programs Office does not accept late applications. <ul style="list-style-type: none"> <li>• Deadline for Fall semester externships → early August;</li> <li>• Spring semester externships → early December;</li> <li>• Summer term externships → early April.</li> </ul> </li> </ol>

	If the Externship Programs Office approves your application, you will be granted access to enroll in the approved externship course
Additional information	<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 according to the following guidelines:</p> <ul style="list-style-type: none"> <li>• A student may not enroll in an externship program with the same mentor or at the same site at which the student has been placed as an extern, had an employment relationship, or has worked as a volunteer unless the placement will provide a qualitatively different or substantially more rigorous learning experience than the student previously experienced.</li> <li>• A student may receive externship credit for no more than two semesters at the same placement.</li> <li>• A student may receive up to 9 credits during their second semester at the same placement.</li> </ul>
Contact	<p>Externship Programs Office, Kendrick Hall Room 339  Tel. (415) 422-4467 / Email: <a href="mailto:externships@usfca.edu">externships@usfca.edu</a>  Information and Application Packets at <a href="https://myusf.usfca.edu/law/externships">https://myusf.usfca.edu/law/externships</a></p>

## IV. RESEARCH OPPORTUNITIES

<b>A. Directed Research</b>	
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 not 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 minimum 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.
Application 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 online here - <a href="https://myusf.usfca.edu/law/registration/registrar-forms">https://myusf.usfca.edu/law/registration/registrar-forms</a> - or picked up in hard copy in the Registrar's Office.
Contact	Law Registrar's Office, <a href="mailto:lawregistrar@usfca.edu">lawregistrar@usfca.edu</a> , (415) 422-6778

<b>B. Research Assistant (non curricular)</b>	
Description	RAs provide research and citation support for faculty works-in-progress and help with other academic projects, as needed. Note: generally, only faculty who are currently publishing hire RAs.
Course credit	None
Prerequisites	RAs are paid positions; wage determined by professor. Sometimes a volunteer arrangement can be made where it benefits both professor and student.
Application process	Upper division, in good standing, and primarily a student who has performed particularly well in a class with the professor with whom they want to work.
Additional information	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	<p>Contact the professor directly to arrange an RA position. Upon approval, reach out to FSO for hiring paperwork (<a href="mailto:lawfacultyservices@usfca.edu">lawfacultyservices@usfca.edu</a>).</p> <p>If you wish to be considered for a position with the library RA pool (working on short-term projects for various faculty), please contact Professor Suzanne Mawhinney (<a href="mailto:skmawhinney@usfca.edu">skmawhinney@usfca.edu</a>).</p>

## V. ACADEMIC JOURNALS

<b>A. Intellectual Property and Technology Law Journal</b>	
Description	<p>The University of San Francisco Intellectual Property and Technology Law Journal is a student-run, academic journal that provides thoughtful commentary on current developments in intellectual property, data privacy, and internet law in the United States and abroad. The Journal 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 Journal also discusses current issues in the news on the Intellectual Property and Technology Law Journal: In A Nutshell.</p> <p>The Journal 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 and spring semester 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 minimum of 45 hours of program work for each unit of credit.
Prerequisites	None
Application process	<p>Board Members: Applications will be available during the spring semester. You must be in good academic standing to apply. You will be required to submit the following: resume, statement of interest, and a writing sample. 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 a substantive performance from previous experience on the Journal.</p> <p>Staff Members: Applications for membership on the Journal will be available in both the fall and spring semesters. You must be in good academic standing to apply. (Note: 1Ls can only apply in the spring semester). 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	<a href="https://www.usfca.edu/law/engaged-learning/student-run-academic-journals">https://www.usfca.edu/law/engaged-learning/student-run-academic-journals</a>
Contact	Intellectual Property and Technology Law Journal Office Tel: (415) 422-2489 / Email: <a href="mailto:usf.iptlj@gmail.com">usf.iptlj@gmail.com</a>

<b>B. USF Law Review</b>	
Description	The USF Law Review 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 Law Review publishes three issues each year, which include articles from professors and practitioners and student notes and/or comments. In 2014, the Law Review also



	<p>started publishing original pieces on the USF Law Review Forum, 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 may request to be paired with either a Senior Staff Member 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 Law Review Board of Editors. The Board is a select group of third and fourth 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 Law Review as 2Ls or part-time 3Ls are expected to serve a two-year tenure. Students who apply and are accepted for their incoming 2L or part-time 3L year earn 2 non-classroom units for their first year of participation (one per semester) and 1 non-classroom unit in either the fall or the spring semester of their second year of participation. Students who are invited to join the Law Review as full-time 3Ls earn one unit per semester.</p> <p>Staff must complete 45 hours of law review work each semester, including 2 office hours per week for 12 weeks each semester; weekend edit sessions; symposium assistance and attendance; and training sessions. 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 Law Review 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 Law Review Symposium, and communicating with legal experts.</p>
Prerequisites	<p>To qualify for Law Review membership, applicants must be in good academic standing at the end of their first year. Each member must remain in good academic standing 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 May, following the last final of the 1L year. Applicants have seven days to complete the competition.</p> <p>Write-on Process. Upper Division students not currently participating in Law Review 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. Upper division students also have the option to complete the 1L Writing Competition packet and submit the application as their academic writing sample</p>

Contact	Law Review Office Tel: 415.422.6154 / Email: usflrev@usfca.edu
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## VI. ADVOCACY PROGRAMS

A. Moot Court Program	
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 both internal and external moot court programs. There are two internal programs (1) the Advanced Moot Court Course and 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 sending teams of students to represent USF Law School in national appellate and trial competitions.</p>
Moot Court Board	The Board is comprised of third and fourth year students who have demonstrated skill and enthusiasm for advocacy through either their former position as a case counsel or competition 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 minimum of 45 hours of program work for each unit of credit.
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 Advanced Moot Court Course and Competition (required of all Case Counsel). Each co-curricular program sets its own specific requirements to achieve credit, but must include a minimum 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 record 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	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 minimum of 45 hours of program work for each unit of credit. Competition team members are required to participate in the Advanced Moot Court Course and Competition as well as take Appellate Advocacy (3 classroom units).

	<p>Participation on some competitions require completion of substantive courses (e.g. Evidence, the Intensive Advocacy Program, or a trial practice class for a mock trial competition, or Intellectual Property for Saul Lefkowitz Moot Court Competition).</p> <p>USF participated in the following competitions in 2022-2023:</p> <ol style="list-style-type: none"> <li>1. American Bar Association National Appellate Advocacy Competition</li> <li>2. Emory Civil Rights &amp; Liberties Moot Court</li> <li>3. Saul Lefkowitz Moot Court Competition</li> <li>4. Tulane Pro Football Negotiation Competition</li> <li>5. University of San Diego National Criminal Procedure Tournament</li> <li>6. Wagner National Labor and Employment Law Moot Court Competition</li> </ol> <p>NOTE: Competitions for the 2023-2024 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>
Advanced Moot Court Course and Competition	<p>Advanced Moot Court (AMC) is an intramural appellate advocacy course and competition open to all upper-level students (2L-4Ls) who have successfully completed the First Year Spring academic program, including First Year Moot Court. AMC includes a series of workshops, practices, preliminary argument rounds, and finishes in a final competition where the school’s two top oral advocates argue before a panel of distinguished local judges.</p> <p>To further develop students’ advocacy skills, the Moot Court Board, along with faculty and alumni practitioners, puts on a series of workshops dedicated to appellate brief writing and oral argument. Students receive feedback and guidance throughout the brief writing process before they turn in their final memo. After attending the oral argument workshops, students also practice their arguments in small groups with the Moot Court Board.</p> <p>AMC is aimed at all 2L-4Ls who wish to advance their writing and speaking skills and for those who desire additional practice and targeted writing and argument feedback from knowledgeable professors, alumni, and Moot Court coaches.</p>
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	Kenji Quijano, kaquijano@usfca.edu

<b>B. Intensive Advocacy Program (“IAP”)</b>	
Description	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

	<p>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 CR/CU/NC
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, <a href="mailto:usflawiap@usfca.edu">usflawiap@usfca.edu</a>

## VII. TUTORS

<b>A. Support Tutors</b>	
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 minimum 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, 415-422-2985, wilsonc@usfca.edu; Co-Director of ASP: Heidi Ho, Zief 005, 415-422-5852, hho1@usfca.edu

<b>B. Consulting Tutors</b>	
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 minimum 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.
Contact	Heidi Ho hho1@usfca.edu

## VIII. SUMMER/INTERNATIONAL PROGRAMS & FUNDING

<b>A. International Summer Externships</b>	
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:</p> <ul style="list-style-type: none"> <li>• <a href="https://www.usfca.edu/law/academics/international/externships">https://www.usfca.edu/law/academics/international/externships</a> (International Externships)</li> <li>• <a href="https://myusf.usfca.edu/law/registration/international">https://myusf.usfca.edu/law/registration/international</a> (International Programs)</li> </ul>
Summer 2024 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, non-governmental organizations, 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 2024 international externships will likely be offered in the following countries:</p> <ul style="list-style-type: none"> <li>• Beijing, China</li> <li>• Prague and Brno, Czech Republic</li> <li>• Mexico City, Mexico</li> <li>• Hanoi and Ho Chi Minh City, Vietnam</li> <li>• Cities throughout Europe with an Intellectual Property focus</li> <li>• Phnom Penh, Cambodia</li> </ul>
Course credit	4 externship/non-classroom units, which entail 180 hours of fieldwork
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 <a href="https://myusf.usfca.edu/law/registration">https://myusf.usfca.edu/law/registration</a></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> <ul style="list-style-type: none"> <li>• Application deadline: January 31, 2024</li> <li>• Interviews will take place in February 2024.</li> <li>• Tuition deposit of \$750 is due March 2024.</li> <li>• Tuition deadline: May 1, 2024</li> </ul>
Contact	Externship Programs Office, Kendrick Hall Room 339 Tel. (415) 422-4467 / Email: <a href="mailto:externships@usfca.edu">externships@usfca.edu</a>

<b>B. International Semester Exchange</b>	
Description	For the Fall of 2023, 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 <a href="https://myusf.usfca.edu/law/registration/international">https://myusf.usfca.edu/law/registration/international</a> .
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. 2nd 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. 3rd year students must be in good academic standing.
Application Process	Applications are available in KN339 or online at <a href="https://myusf.usfca.edu/law/registration">https://myusf.usfca.edu/law/registration</a> . The application deadline for Fall 2023 is March 15, 2023; for Spring 2024 is Aug 1, 2023.
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: Kendrick Hall Room 339 Tel. (415) 422-4467 / Email: <a href="mailto:externships@usfca.edu">externships@usfca.edu</a>

<b>C. Keta Taylor Colby Death Penalty Project (non curricular)</b>	
Description	<p>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 Dean 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.</p> <p>Students attend four training sessions in March and April and then are given a placement for ten weeks in the summer.</p>
Course Credit	None
Pre-Requisite/Eligibility	<p>Prerequisite: Criminal Law, Criminal Procedure Advantage/Recommended: Evidence</p> <p>Open to students who have completed at least one year of law study as a full-time student prior to the summer.</p>
Application Process	<p>Applications are accepted beginning December 1 and are due in January and require the following:</p> <ul style="list-style-type: none"> <li>• A cover letter describing your interest in participating in the program;</li> <li>• A current resume; and</li> <li>• A law school grade report.</li> </ul>
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, <a href="mailto:amflynn@usfca.edu">amflynn@usfca.edu</a> , 415-422-5369 Kenji Quijano, <a href="mailto:kaquijano@usfca.edu">kaquijano@usfca.edu</a> , 415-422-5896

<b>D. PILF Summer Grant Program</b>	
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 Summer 2023, there will be grants available at \$4,000 each.
Course Credit	None
Pre-Requisite/Eligibility	<p>To be eligible for a PILF Summer Grant, an applicant must:</p> <ul style="list-style-type: none"> <li>• be in good academic standing at the USF School of Law, which can be verified by the Law Registrar's Office;</li> <li>• have completed the 10 hours of community service including 5 hours of PILF-sponsored community service;</li> <li>• have secured Eligible Employment;</li> <li>• not be receiving other grant funds, work-study compensation, or a salary in excess of \$4,000 for their summer work; and</li> <li>• not be receiving academic credit for their summer employment.</li> </ul>
Application Process	<p>Applications will be available online and in hard copy beginning mid- March 2023. Students must submit the following materials by 5:00 pm on April 3, 2023:</p> <ol style="list-style-type: none"> <li>1. Completed 2023 USF PILF Summer Grant Application Form, including short answer questions;</li> <li>2. Current resume with applicant's name, current address, email, and phone number</li> <li>3. Confirmation letter from a public interest employer on the employer's letterhead for work during the summer of 2023.</li> </ol>
Contact	PILF at pilf@usfca.edu or lawstudentaffairs@usfca.edu.

<b>E. Summer School Loans</b>	
Description	<p>In order to receive federal financial aid, law students must be enrolled and complete a minimum of three (3) units for their summer program.</p> <p>Law students enrolling in two (2) or fewer summer units may apply for a private educational loan.</p>
Course Credit	Not Applicable
Prerequisite/Eligibility	<p>Financial need as determined by federal guidelines through FAFSA. Must be in good academic standing. Students on academic probation based on fall grades 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 2023. Spring 2023 graduates are not eligible for aid in the following summer term.</p>
Application Process	<p>A brief synopsis of the of the application steps:</p> <ol style="list-style-type: none"> <li>1. Submit 2022-23 FAFSA application by April 1, 2023 for priority financial aid processing</li> <li>2. Submit an Intent to Enroll for Summer Online Form (ITE) to the Law School Financial Aid Office by April 10 for priority financial aid processing for any USF summer program. ITE forms are available in late March. ITE online forms can be submitted after April 10 as long as a 2022-23 FAFSA has already been completed.</li> <li>3. If enrolling in three (3) or more units, students are eligible for federal loan aid, typically the Federal Direct Graduate PLUS Loan.</li> </ol>



	<ol style="list-style-type: none"> <li>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 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: <a href="https://myusf.usfca.edu/financial-aid/loans/private-loans">https://myusf.usfca.edu/financial-aid/loans/private-loans</a> and scroll down to Private Loans.</li> <li>5. Once a summer private loan is approved by the lender, the loan will be certified and accepted by the University Financial Aid Office and scheduled for pre-determined summer disbursement date.</li> <li>6. Continuing Federal Direct Graduate PLUS loan borrowers will be offered summer aid. Accepted PLUS loan is subject for review and credit approval. Previously completed master promissory note will be applied for all future Federal Direct Graduate PLUS loans at USF.</li> <li>7. New Federal Direct Graduate PLUS loan borrowers must: a) complete a master promissory note online at: <a href="http://www.studentaid.gov">www.studentaid.gov</a> before any summer Federal Direct Graduate PLUS funds are disbursed to the student, and b) complete an online Entrance Loan counseling session at: <a href="http://www.studentaid.gov">www.studentaid.gov</a></li> </ol>
Additional Information	More complete and detailed information about summer aid is available online at: <a href="https://www.usfca.edu/law/admissions/tuition-aid/jd/scholarships-other-aid#chapter=chapter-32243-Summer-Financial-Aid">https://www.usfca.edu/law/admissions/tuition-aid/jd/scholarships-other-aid#chapter=chapter-32243-Summer-Financial-Aid</a>
Contact	Eufemia Aquino in the Law School Financial Aid Office at <a href="mailto:eaquino@usfca.edu">eaquino@usfca.edu</a> or 415-422-6210.