

# This Week At USF

January 14, 2019

## Highlights

### St. Anne's Resident Assistant - Two available positions!

USF Housing & Office of Student Affairs

To apply, complete the application [here](#) by noon on Thursday, January 17, 2019. (Please disregard the information on the StarRez home page regarding mandatory fall information sessions). Please click [here](#) for a detailed description on the position.

If you have questions or would like further information about the position or the application process, please don't hesitate to contact Alvin Mangosing, Assistant Director for Residential Education-Continuing Resident Areas, at [anmangosing@usfca.edu](mailto:anmangosing@usfca.edu) or Dean Carlos at [shcarlos@usfca.edu](mailto:shcarlos@usfca.edu).

#### What

St. Anne's is USF's newest residential facility and primarily serves first-year law students. The facility houses 45 residents. Student Housing and Residential Education department staff consisting of two RAs, one Residence Director, and one Assistant Residence Director directly support the St. Anne's Community. The RA positions are vital to the residential student experience in this facility. St. Anne's is located in Inner Sunset on 14th Ave between Irving and Judah.

#### When

10.5 month term during the 2019-2020 Academic Year

#### Timeline

- December 20-January 18: Position posted and applications accepted
- January 19-January 24: Applications reviewed
- January 25: Notifications for moving forward in the process sent
- February 2 (9am - 3pm): Group Process Day event
- February 2 (noon): Mandatory information session
- February 13-14: Individual interviews
- March 21: Offer letters sent
- April 17: Academic Year 19-20 Student Staff Mixer

- August 3: Anticipated move-in/start date (negotiable but no later than August 7)

### **Compensation**

The RA is considered a volunteer position. However, the compensation for this position is a free single room at St. Anne and a meal plan for on-campus dining. The amount of room and board will be billed to your student account and a scholarship of the same amount will be applied to your account to offset the charge.

Please note that the financial equivalent of the free room and board is considered a scholarship. This amount is reported through Financial Aid and could have implications on other financial aid awards you have received or will receive. For information on how this scholarship amount could impact any financial aid you currently receive, please contact our Financial Aid office.

## **School of Law Events**

### **International Summer Externships: Information Session!**

#### **International Externships**

**Date: Tuesday, January 15, 2019**

**Time: 12:00pm – 1:30pm; Lunch will be provided.**

**Location: KH 101 & 1st Floor Rotunda**

Please RSVP to [lawsummerabroad@usfca.edu](mailto:lawsummerabroad@usfca.edu). USF's international summer externship programs are designed to help you develop an understanding of how to do business and pursue justice in today's global society. Externships are available in China, the Czech Republic, Mexico, Vietnam and in cities throughout Europe. Placements include large U.S. based firms, local firms and NGOs. **Applications are due January 25th**. Click [here](#) for more information. Questions, please contact Esther Sprague in KN342 or at [esprague@usfca.edu](mailto:esprague@usfca.edu) or 415.422.6280.

### **Build Your Own Trail Mix!**

#### **Office of Student Affairs**

**Date: Wednesday, January 16, 2019**

**Time: 12:00 - 1:30pm and 6:00 - 6:30pm**

**Location: Kendrick Hall Atrium**

Continue on the right trail in law school with a snack! Stop by and enjoy!

### **Introduction to Thomson Reuters' New Westlaw Edge!**

**Date: Wednesday, January 16, 2019 OR Tuesday, January 22, 2019**

**Time: 12:00 – 12:45 PM**

**Location: KN 100**

Have you noticed the exciting changes to Westlaw? Join our Westlaw representative Marc Fong for a primer on using Westlaw Edge in law school! By incorporating artificial intelligence and machine learning, Westlaw's newest platform can make you a more efficient and effective legal researcher. Marc will demonstrate some of its key features, such as litigation analytics and enhanced KeyCite.

Light lunch will be provided. Please RSVP via the calendar on TWEN for either session (click on the date of the event in the calendar to enroll). If you have any questions, contact Marc at [MARC.FONG@thomsonreuters.com](mailto:MARC.FONG@thomsonreuters.com)

### **Practicing Law Institute**

### Office of Career Planning

**Date:** Thursday, January 17, 2019

**Time:** 5:00 - 6:15 PM

**Location:** KN 104

If you have an interest in Patent Law or becoming a Patent Agent

Please RSVP by sending an email to [tjepps@usfca.edu](mailto:tjepps@usfca.edu) (by Tuesday, January 15th)

## Legal Research Workshop (Lexis Nexis How to Research) Workshop

1

### Office of Career Planning

**Date:** Tuesday, January 22, 2019

**Time:** 12:30 - 1:30 PM

**Location:** Zief 105 (Computer Room)

Prepping for an interview or maybe thinking about them? The workshop will teach you the skills to gain insights into an employers practice that goes deeper than what's on the firm website.

Please RSVP by sending an email to [tjepps@usfca.edu](mailto:tjepps@usfca.edu) (by Friday, January 19th)

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## USF School of Law Alumni Panel - Public Interest Post-Graduate Fellowships

Office of Career Planning and the Public Interest Law Foundation

**Date:** Monday, January 28

**Time:** 12 p.m. to 1:30 p.m.

**Location:** Terrace Room, Zief Law Library

[RSVP Now](#)

## The 15<sup>th</sup> Annual Jack Pemberton Lecture on Workplace Justice

Employer Incentives Post #MeToo: Winners, Losers, and the Quest for Best Practices

**Date:** Thursday, March 21, 2019

**Time:** 6:30 to 7:30 p.m. The lecture will be followed by a reception.

**Location:** United States Court of Appeals for the Ninth Circuit, 95 Seventh Street, San Francisco, CA

[RSVP Now](#)

## Marshall P. Madison Lecture: Human Rights in the Global Economy

Marshall P. Madison Chair

**Date:** Tuesday, March 26

**Time:** 5:30 - 6:30pm; Lecture will be followed by a reception.

**Location:** Terrace Room, Zief Law Library

[RSVP Now](#)

# Community Events

## The Modern Special Counsel: Witch Hunters or Guardians of Democracy?

The Bar Association of San Francisco

Date: Thursday, January 24, 2019

Time: Registration: 5:00-5:30pm Program: 5:30 - 7:30pm

Location: Ceremonial Courtroom, 19th Floor, Phillip Burton Federal Building, 450 Golden Gate Avenue, San Francisco CA.

MCLE: 1.5 credits

Free for students. Check out this [flyer](#) for more information.

## The 21st Annual Trina Grillo Public Interest and Social Justice Retreat: Resist and Recharge: Sustaining Social Justice Lawyering

Southwestern Law School and UCLA School of Law

Date: Friday, March 15 - Saturday, March 16, 2019

Location: UCLA School of Law

Email [lawstudentaffairs@usfca.edu](mailto:lawstudentaffairs@usfca.edu) if you are interested in attending.

## Academic Bar Exam Success Program Announcements

### Bar Examination Information Session

Academic and Bar Exam Success Program

Date: Wednesday, January 23, 2019

Time: 12:30 - 1:30pm

Location: KH 100

**Register by Friday, January 18 at 12:00pm:** [Bar Exam Info Session Registration](#)

Please join ABES for a Bar Examination Information session on which will include information about the format of the Bar exam, grading, and will include information about commercial and supplemental Bar preparation programs. Most importantly, the session will guide you on how to begin preparing for the Bar exam during your last semester of law school! **Please register by Friday, January 18th at 12:00 pm.**

Please contact Professor Abedian at [aabedian@usfca.edu](mailto:aabedian@usfca.edu) with any questions.

### Early Bar Prep Spring 2019-Registration

Academic and Bar Exam Success Program

To help you prepare for the bar examination during your last semester in law school, USF is offering **Early Bar Prep** (EBP) to all first-time July 2019 takers. To participate in EBP, please complete the registration form using the link below by **Friday, January 18th at 5:00 PM:** [Early Bar Prep Registration](#)

Early Bar Prep is a five-session program that refreshes students' essay, performance test, MBE,

timing, and self-assessment skills. The focus of EBP is practice, but students will indirectly improve their substantive knowledge on selected topics through the program. EBP includes several opportunities to write in a timed setting and receive verbal or written feedback. Part-time evening students or those with conflicts, please note that there is an option for you to attend these sessions “remotely”. If you register as a remote participant, you will receive an email with written instructions prior to each session.

**Contact Name and Email address:** Professor Abedian at [aabedian@usfca.edu](mailto:aabedian@usfca.edu)

## **ABES: Bar PaS (Prepare and Succeed) Support for Bar Study (for December 2018 Grads) – February 2019**

The USF School of Law has designed programming (See below) to assist our February 2019 bar studiers.

***If you plan to participate in any of these offerings, please [REGISTER HERE](#).***

### **Office Hours with Bar PaS Professors**

Meet with one of our faculty members for an individual consultation by appointment.

Azin Abedian [aabedian@usfca.edu](mailto:aabedian@usfca.edu)

Jamal Atiba [jjatiba@usfca.edu](mailto:jjatiba@usfca.edu)

Cometria Cooper [cccooper2@usfca.edu](mailto:cccooper2@usfca.edu)

### **Four Simulated Timed Exams**

Take practice tests to get an exam setting experience and individual written feedback on essays. Students will be able to participate on campus as well as remotely. While we provide remote options, we strongly encourage bar studiers to participate on campus.

### ***Bar PaS Simulation Schedule***

- January 17 (Sim 2) Location TBD, 1:30-5:00 pm
- January 24 (Sim 3) Location TBD, 1:30-5:00 pm
- February 8 (Sim 4) Location TBD, 1:30-5:00 pm

Start now by making an appointment with a member of the Bar PaS/ABES team. Here is what they can help you do:

- Make recommendations on an effective study schedule, tailored to your commercial bar prep course
- Advise you on how your learning style should inform your study strategy
- Guide you through what it takes to pass the bar the first time around

Questions? Email Prof. Jamal Atiba at [jjatiba@usfca.edu](mailto:jjatiba@usfca.edu).

***Again, if you plan to participate in any of these offerings, please [REGISTER HERE](#).***

## **Announcements**

## Keta Taylor Colby Death Penalty Project Application Process - **due today!**

The Keta Taylor Colby Death Penalty Project was established by Professor Steve Shatz to involve law students in the interim reform, and ultimate abolition, of the death penalty in the United States. Directed by Professor Amy Flynn, the principal program of the project has been the Southern Internship Program, which each summer sends law students to work with capital defense attorneys in the South. The 2019 program will include up to 12 students from USF and UC Berkeley School of Law. After four training sessions in March and April, the program will run from May 28 to August 2, 2019.

This program is open to students who have completed at least one year of law study as a full-time student prior to the summer. Applications for the program may be submitted now through **January 14, 2019**. A student wishing to apply should submit the following by email to [Professor Flynn](#):

- A cover letter describing his or her interest in participating in the program;
- A current resume; and
- A law school grade report, if available.

More information is available on the School of Law [website](#). Please email [kaquijano@usfca.edu](mailto:kaquijano@usfca.edu) if you have any additional questions.

## Seeking Nominations of Graduating Students for Labor and Employment Law Award

The Co-Directors of USF's Labor and Employment Law Program invite all students and faculty members to submit nominations of graduating students to be considered for the ABA/Bloomberg Award for Excellence in the Study of Labor and Employment Law, which the Law School has been awarding annually since 2004. This Award recognizes outstanding achievement and commitment to the labor and employment law field, which may be demonstrated in a variety of ways, including active and thoughtful engagement in the law school's curricular and non-curricular offerings, volunteer or work experience, and relevant research or scholarly work.

Please email the names of nominees **by February 8th** to Professor Michelle Travis ([matravis@usfca.edu](mailto:matravis@usfca.edu)), Professor Tristin Green ([tgreen4@usfca.edu](mailto:tgreen4@usfca.edu)), or Professor Maria Ontiveros ([ontiveros@usfca.edu](mailto:ontiveros@usfca.edu)). Self-nominations are welcome. You may also include a brief explanation of why you believe the individual is a strong candidate for the Award.

Award recipients will be announced at the Annual Jack Pemberton Lecture on Workplace Justice, which will take place at the Ninth Circuit Court of Appeals at 6:30pm on Thursday, March 21. Recipients will also have their names listed in the graduation program and will receive a certificate, book award, and recognition on the BNA/Bloomberg website.

## Intellectual Property and Technology Law Journal Announcements

The IPTLJ is now accepting applications for the spring term for Staff Editors. No previous journal experience is necessary, and 1Ls are also allowed to apply. If interested, please send an email to [bzgedlu@usfca.edu](mailto:bzgedlu@usfca.edu) along with your resume and a brief statement of interest. You will then be sent a very brief technical assessment to complete.

## Discuss & Chat with Dean Carlos (DC with DC)

### Office of Student Affairs

Discuss and Chat with Dean Carlos will resume on Tuesday, January 15, 2019 from 12:00 - 1:20pm in KH 105.

Students are always welcome to make appointments with Dean Carlos by visiting the Deans' Office in Kendrick, Room 328 or via [email](#). Any changes to drop-hours will be posted in "This Week at USF."

## Academics

### Externship Programs Office

The Spring 2019 Externship Application deadline has passed. **We are no longer accepting applications.**

The Summer 2019 Externship Application deadline is **April 10, 2019**. Applications submitted after the deadline **will not be accepted**.

Before applying to the Externship Program, please review application materials [here](#) for Civil/Criminal Externships and [here](#) for Judicial Externships.

## Student Bar Association

Want to view the School of Law events on a Google Calendar? Check out the [SBA Calendar!](#)

Questions? Please [email](#) the SBA Secretary.

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## Pro Bono

**Please be sure to complete your [Pro Bono Timesheets](#) and submit them to [probono@usfca.edu](mailto:probono@usfca.edu).**

*If you have any ideas or questions about our Pro Bono Program, don't hesitate to contact Katherine Abalos, Pro Bono Coordinator at [probono@usfca.edu](mailto:probono@usfca.edu).*

## GI Rights Training to be a Counselor! - Spring Training

GI Rights Network, The Bay Area Military Law Panel, National Lawyers Guild

**Date: Thursday, January 17, 2019**

**Time: 5:30 - 8:00pm**

**Location: Room 221, The Veteran's Building (401 Van Ness Avenue, San Francisco, 94102)**

Check out this [flyer](#) to find out more!

Check out the [Pro Bono Coordinator Website](#) to sign up and see available Pro Bono Opportunities!

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## Student Affairs

### Funding for Student Conferences

Thinking about going to a conference? Check out our [Student Conference Funding Application](#). To request funding for conference registration and travel costs, you must submit your application at least two weeks before conference. Applications must be submitted to the Dean's Office, KN 328, or email to [lawstudentaffairs@usfca.edu](mailto:lawstudentaffairs@usfca.edu).

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## Financial Aid

### Financial Aid Office Hours Spring 2019 Semester

Beginning January 2, 2019

Monday to Friday

8:30 am to 5:00 pm

### Staffing Update for Law Financial Aid Office

Eufemia Aquino will be on Maternity leave beginning Monday, October 29<sup>th</sup>. The Law Financial Aid Office will continue to be staffed by our Law Financial Aid Assistant, Audrey Jones. All Law school financial aid matters should be directed to Alan Guerrero, the Senior Director of Law Admissions and Financial Aid at [guerrero@usfsa.edu](mailto:guerrero@usfsa.edu) or his direct line at 415.422.2975. Part-time evening students who seek Counseling after 5 pm should contact Alan Guerrero to arrange an appointment via email or direct number noted above.

### Applying for Financial Aid for the Fall 2018/Spring 2019

It is not too late to apply for federal loan aid for the 2018-19 academic year.

The Free Application for Federal Student Aid or FAFSA, for the Fall 2018 and Spring 2019 academic year is now available online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). All students who wish to receive financial aid for the 2018-19 academic year are required to complete the 2018-19 FAFSA **and must do so by April 1, 2019.**

You can access the FAFSA online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Our Title IV code is 001325 and must be included in your FAFSA application.



In addition to completing a new FAFSA, those students who wish to be considered for the Graduate PLUS loan program for the Fall 2018 & Spring 2019 academic year, must also complete a new PLUS loan application for each academic year. Graduate PLUS loan applications for the 2018-19 academic year are available online at [www.studentloans.gov](http://www.studentloans.gov). Students can begin applying for a 2018-19 PLUS Loan beginning in early June but only AFTER you have completed a 2018-19 FAFSA and have been offered the Federal Direct Unsubsidized Loan for 2018-19 and have “accepted” the Unsubsidized Loan online via your myUSF student portal.

## Spring 2019 Registration & Financial Aid

All law students must be in good academic standing AND registered for Spring 2019 classes before any Spring 2019 financial aid can be disbursed (unless there is a hold on your student record for an unpaid fall balance or any other administrative or academic matter). No aid for Spring 2019 will be disbursed unless you are registered for the minimum number of units required by the US. Department of Education for Financial Aid Disbursement, which is 6 units minimum for full time students and 3 units minimum for part time students.\*

\*Please note: that USF School of Law School requires that all full time **JD students** register for a minimum of 12 units per semester and all part time **JD students** register for a minimum of 8 units per semester.

If you did not register for Spring 2019 classes during the fall online registration period, your financial aid will NOT disburse until AFTER you register for classes during the late registration period which begins on **Thursday, January 3, 2019**. Funds typically disburse to the University twice a week, on Mondays and Wednesdays. Once you are registered for the appropriate number of units, funds will disburse on the next Monday or Wednesday, depending on when you complete late registration.

## Spring 2019 Financial Aid Disbursement

The earliest disbursement date for Spring 2019 financial aid was Wednesday, January 2, 2019. **This is the earliest that spring aid can be disbursed due federal and University financial aid policies.**

To be eligible to receive financial aid, students must be in good academic standing and have accepted the financial aid offered to them and completed all other requirements for disbursement including being registered for spring classes. **Please be aware that waitlisted units do NOT count towards the minimum unit requirement for financial aid disbursement.**

**Loan Refund processing began on January 3, 2019.** Law students enrolled in direct deposit refund processing will see aid refunds in their designated bank account 2-5 business days **AFTER the refund process begins**. Please plan your finances accordingly as you may not see your aid refund in your bank account until the first week of classes. The USF Student Accounts Office endeavors to process loan refunds as quickly as possible but there may be unexpected delays due to the large numbers of refunds being processed during a short period of time.

## Important Information for 2L, 3L and 4L Part Time Students Regarding Add/Drop

Add/Drop began on Thursday, January 3, 2019, AFTER you may have already been processed for a Spring 2019 semester financial aid refund. Adjustments to your financial aid may be necessary if any of the following situations occur during Add/Drop:

- If you Add a class **AFTER your refund has been processed**, you will be immediately billed for the additional units. You will need to submit a payment with personal funds to pay for the additional units (or make a personal payment using the funds you received as a refund). If you are already receiving the maximum financial aid for the semester prior to the addition of your added class, you can request additional financial aid to cover the cost of the additional units. For more information, please contact Alan Guerrero, the Sr. Director of Admissions and Financial Aid at [guerrero@usfca.edu](mailto:guerrero@usfca.edu).
- If you Drop a class **AFTER your refund has been processed**, with the intention of adding another class with the same unit value, you must Add and Drop on the same day, otherwise the tuition for the Dropped class will be noted as a credit on your USF student account and it may be inadvertently refunded to you if you don't Add a class on the same day as the Drop. If the Added class has a higher unit value than the Dropped class, the additional unit(s) will create a balance due on your account, which must be paid with personal funds (or make a personal payment using the funds you received as a refund).
- If you Drop a class **AFTER your refund has been processed, and you do NOT intend to add another class**, you will create a credit on your USF student account. You must notify the Law Financial Aid Office immediately by contacting Alan Guerrero. **Otherwise you will inadvertently be issued a refund for this credit, which you will be required to repay the University since you are not eligible to receive financial aid for this dropped class.**

Important: The Law Financial Aid Office will conduct an audit of all Part Time students' financial aid records after the January 28 census date (last day to withdraw without penalty). If your financial aid for the Spring semester is not appropriate for the unit load you are registered for, we will make the necessary adjustments to your aid and you will be notified via email. Please remember that any over-award (receiving financial aid in excess of your unit load), will result in the USF Student Accounts Office returning those funds to the lender and creating a balance due on your USF student account.

It is critically important that you review your student account after the census date to insure that your account is reconciled. Any unpaid balance will result in late fees assessed on your student account and a Hold placed on your student record, which will prevent you from registering for the Summer or Fall semester. You can review your student account online via your myUSF student portal.

## Applying for Financial Aid for the Fall 2019/Spring 2020

The Free Application for Federal Student Aid or FAFSA, for the **Fall 2019 and Spring 2020** academic year is now available online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

**All students who wish to receive financial aid for the 2019-20 academic year are**

## **required to complete the new 2019-20 FAFSA.**

The FAFSA should be completed as soon as possible but no later than March 1, 2019 in order to receive the maximum financial aid consideration for 2019-20 (this date is especially important for those continuing students who wish to be considered for the Federal Work Study award). You can access the FAFSA online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Our Title IV code is 001325 and must be included in your FAFSA application.

**IMPORTANT:** The 2019-20 FAFSA can be completed after March 1, and you will still be able to receive federal educational loan aid for this upcoming year. However, delaying completing your FAFSA will affect when you receive your award notice as well as your eligibility for Federal Work Study.

Financial aid awards for the 2019-20 academic year will be made available to continuing law students by early April 2019 as long as the 2019-20 FAFSA is completed and USF receives your FAFSA information by mid-March 2019. You will be sent an email notification at that time by the University Financial Aid Office indicating that you can review your financial aid award online via your myUSF online student portal.

The University Financial Aid Office will begin downloading 2019-20 FAFSA information for continuing USF students in mid-March. If you recently completed a 2019-20 FAFSA, we will not be able to verify receipt of your 2019-20 FAFSA until that time.

In addition to completing a new FAFSA, those students who wish to be considered for the Graduate PLUS loan program for the Fall 2019 & Spring 2020 academic year, must also complete a new PLUS loan application for each academic year. Graduate PLUS loan applications for the 2019-20 academic year are available online at [www.studentloans.gov](http://www.studentloans.gov). **Students can begin applying for a 2019-20PLUS Loan only AFTER you have completed a 2019-20 FAFSA and have been offered the Federal Direct Unsubsidized Loan for 2019-20 and have “accepted” the Unsubsidized Loan online via your myUSF student portal.**

## **Bar Loan Information**

Spring 2019 graduating students can apply for private bar loans to help with living expenses during the February 2019 or the July 2019 bar preparation period. These loans are private lender loans subject to credit approval. Information is available at the Law Financial Aid Office or online at:

<https://www.usfca.edu/law/admissions/tuition-aid/jd/types-of-aid/loan-programs>.

## **Upcoming Private Scholarship Deadlines**

The Dixon Firm Scholarship, Application Deadline 1/15/19

Award Amount \$1,000, <https://www.dixonfirm.com/the-dixon-firm-scholarship/>

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