



**2023-2024**  
**Student Handbook**  
**and Academic Catalog**

**August 1, 2023**

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## **Accreditation; Statement Regarding ABA Approval**

### **University Accreditation & Licensure**

Elon University is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award bachelor's and master's degrees, the doctor of physical therapy degree, and the juris doctor degree. Degree-granting institutions also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Elon University may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, by calling 404-679-4500, or by using information available on [SACSCOC's website](#).

Pursuant to N.C. Gen. Stat. 116-15, Elon University and its School of Law are exempt from the provisions of licensure by the Board of Governors of the University of North Carolina.

### **Statement Regarding ABA Approval**

Elon University School of Law joined the nation's 200 American Bar Association-approved law schools on June 9, 2008. On June 10, 2011, Elon University School of Law received full accreditation by the American Bar Association. The approval came from the Council of the ABA Section of Legal Education and Admissions to the Bar. Elon Law's ABA full approval was achieved at the earliest possible date under accreditation guidelines, certifying that the school is in full compliance with all ABA standards for the approval of law schools. On December 17, 2021, the ABA notified Elon Law that it was reapproved and remains in full compliance with ABA standards.

The Section of Legal Education and Admissions to the Bar may be contacted at 321 North Clark Street, Chicago, IL 60610 or by phone at (312) 988-6738.

## I. Student Rights & Responsibilities

### **School of Law Vision Statement**

Creating a national model of engaged learning in legal education.

### **School of Law Mission Statement**

Elon's law school will:

- (1) Complement and strengthen the University's existing programs, particularly those that relate to the arts and sciences, experiential education, technology and its application, international studies and programs, business, leadership, and public service;
- (2) Be a national leader in examining and addressing opportunities and problems in the legal profession and legal education through research, public service and innovation;
- (3) Provide a distinctive program of legal education that will develop exceptionally educated, well-motivated, technologically savvy, internationally aware, and effective lawyer-leaders for whom there will be a continuing need;
- (4) Help meet the national and regional demand for legal education in times of great demand, and compete successfully for excellent, well-motivated law students in times of diminished demand; and
- (5) Be positioned qualitatively within the University as a synergistic center of excellence that helps generate resources of talent, energy, commitment, information, credibility, and capital that will assist Elon in implementing stable, continuous improvements to each and every one of the University's integral components.

### **Non-discrimination Statement**

Elon University and its School of Law do not discriminate on the basis of age, race, color, creed, sex, national or ethnic origin, disability, sexual orientation, gender identity, or veteran's status (collectively, "Protected Categories") in the recruitment and admission of students, the recruitment and employment of faculty and staff, or the operation of any of its programs. In keeping with ABA Standards, the School of Law further does not discriminate on the basis of gender expression or military status. Consistent with our non-discrimination statement, the university does not tolerate discrimination or harassment of employees, students, or other individuals associated with the University, including, but not limited to, vendors, contractors, and guests, on the basis of any of these Protected Categories.

Any person associated with the University who fails to comply fully with this policy will be properly disciplined. Any employment agency, vendor, or contractor used by the University will be informed of this policy.

This policy applies to, but is not limited to, recruitment, employment, promotion, demotion, transfer, position advertising, reduction in force, termination, rates of pay, and selection for training.

## **School of Law Statement on Personal & Professional Responsibility**

Members of the Law School community are expected to conduct themselves in ways that will reflect credit upon themselves, the School of Law, the University, and the legal profession. Students aspiring to the Bar are required to behave appropriately, to respect the rights and privileges of others, and to abide by the law and by the regulations of the University and Law School. State Bar associations place the burden on their applicants to prove the applicant has the necessary qualifications, fitness, trustworthiness, and good moral character required of an attorney, and the obligations associated with meeting this burden apply for the duration of the student's time at the Law School.

Students whose conduct does not violate the Honor Code but nevertheless interferes with the academic environment, casts serious doubt on the judgment or maturity of a student, or subjects the Law School to potential embarrassment will be counseled by the Office of Career and Student Development (OCSD). Where student conduct may threaten members of the Law School community, visitors, or school property, or may seriously interfere with the educational mission of the Law School, OCSD will investigate and, if necessary, impose sanctions on the offending student according to the Law School's Student Personal and Professional Responsibility Policy. As a condition to continuing as an Elon Law student, each student entering Elon Law agrees to be bound by the Policy by signing an agreement. Students should familiarize themselves with the provisions of the Policy and sign the acknowledgement form posted under "Important Documents" on the [Law School Registrar's home page](#).

## **Honor Code**

The Elon University School of Law Honor Code, initially adopted in February 2009 and as subsequently amended, applies to all Elon Law students. Its jurisdiction extends to all law school-related endeavors undertaken by students enrolled in Elon Law, as well as when an Elon Law student identifies as an Elon Law student. As a condition to continuing as an Elon Law student, each student entering Elon Law agrees to be bound by this Code by signing an agreement. Students should familiarize themselves with the provisions of the [Honor Code and the Honor Code Violation Form](#).

The implementation and success of the Honor Code rests with every law student. The Code prohibits: (a) Academic Dishonesty, (b) Stealing, (c) Vandalism, (d) Lying, (e) Plagiarism, (f) Technology Violations, (g) Obtaining an Unfair Advantage, and (h) Abusing the Code. If a student is unsure of the scope of this Code or its applicability to a particular activity, it is the responsibility of the student to seek guidance from the Honor Council. The Honor Council is responsible for the administration of the procedures in the Code and for its interpretation.

## **Financial Responsibilities**

Financial registration is an important aspect of registering for law school, and it is complete only when all charges are paid or when the Bursar's Office has approved deferred payment arrangements. Students who plan to use financial aid funds to complete registration must make sure that those funds cover the entire balance.

If a student is not financially registered by the first week of classes, that student is not allowed to attend classes and may be removed from classes by the Registrar.

## **Classroom Responsibilities**

### *Attendance, Preparation, & Class Participation*

The Law School administers a policy requiring that a student maintain regular and punctual class attendance in all courses in which the student is registered, including externships, clinical courses, and class meetings for residencies. Faculty members give students written notice of their course attendance policies before or during the first week of class. These policies may include, but are not limited to, treating late arrivals, early departures, and/or lack of preparation as absences; imposing grade or point reductions for absences, including assigning a failing grade or involuntarily withdrawing a student from the course; and any other policies that a professor deems appropriate to create a rigorous and professional classroom environment.

In case of illness or emergency, students should notify their instructors directly. A student may notify the faculty member directly of a planned absence and should refer to individual faculty members regarding any policy that may apply. In the case of prolonged illness or incapacity, the student should contact the Office of Career and Student Development.

### *Inclement Weather*

In case of inclement weather, call 336-278-2423 for scheduling changes. Changes also are posted on the Elon Law website and sent to students via e-mail as soon as possible after decisions about such scheduling changes are made. Students are encouraged to check their emails and the website frequently for updates, schedule changes, and closures.

In addition, students may receive important weather-related messages via the E-Alert cell phone text messaging system. Students, faculty, and staff are encouraged to sign up for the [E-Alert Notification](#) system. Local TV and radio stations also broadcast information concerning class cancellations or campus closure, but these sources are not as reliable or accurate as the E-Alert system. Students also are encouraged to sign up for the [RAVE Guardian Safety App](#).

### *Dress Code*

The professional nature of the school should be considered in matters of attire. Students should dress and groom themselves in a manner consistent with, and which best reflects, the professional aspect of their enrollment and the professional nature of the Law School. Certain courses, such as Trial Practice and Procedure, and some events require students to dress in courtroom attire. First-year students receive information about courtroom attire during the August term.

### *Recording Classes*

Generally, students are not allowed to record classes and, under no circumstances, may a student record a class without the permission of the professor teaching the course.

### *Guests in Classrooms*

The Law School is committed to a community-centered and safe facility for law students, faculty, and staff. The building is a controlled-access facility. Students, employees, and visitors enter the Law School through the main entrance on the first floor and may be asked to present their university identification cards or other appropriate identification. A security desk located at this entrance is staffed by a security guard whenever the building is open. Visitors are asked to check in at the security desk.

Faculty may invite guest speakers to participate in class occasionally. Students may invite adult guests to sit in on a class, with the permission of the faculty member.

### **The Law Library**

The Elon Law Library strives to be a welcoming place for all members of the Elon Law community. It is a resource for each student's educational and personal growth throughout law school—and beyond. The Law Library recognizes the close relationship between a positive environment and its use by patrons. This concept relies on having as few impediments as possible for patrons using the library facility and its services. Thus, food and drink are allowed in the library. Students are encouraged to make themselves at home, within reason, remembering that they are sharing the facilities with their classmates, alumni, and other members of the practicing bar.

Library hours are posted on the Law Library website and outside the library doors. A complete description of the library services available to students is on the [Law Library website](#).

The Elon Law Library provides materials in multiple formats to accommodate patron preferences. In addition to online databases, Elon Law School students can access material in either digital format or paper (hardcopy). The lending rules vary by format.

### *Borrowing Hardcopy Material*

Students may borrow library material on their Phoenix cards for loan periods ranging from 4 hours to 3 weeks, based on the type of material being borrowed. To make material readily available to all students, overdue fines are charged for material not returned in a timely manner. The fines are assessed as follows, and payment is expected by the end of the trimester.

reserve materials:	\$ .50/hour
up to a maximum:	\$20.00/item
non-reserve materials:	\$.25/day for first 10 days
after 10 days fine increases to:	\$.50 per day, up to a maximum \$20.00/item

Recalled material that is not returned incurs an additional \$.25 per fine period (hour or day).

### *Lost & Damaged Materials*

If an item is damaged or not returned within 45 days of the time it becomes overdue (or 3 days in the case of Reserve material), the Law Library declares the material lost and charges the borrower a



\$40.00 processing fee (which includes the outstanding fine), plus current replacement cost, whether or not the item is repurchased.

Lost InterLibrary Loan (ILL) material is billed a minimum charge of \$250.00 or the lending library's bill plus \$40.00, whichever is greater.

### **Student Contact Information**

A student must provide a current local mailing address, telephone number, and emergency contact information to the Registrar, and has a continuing responsibility to keep this information up-to-date. Except as otherwise provided, the Law School is deemed to have met any requirement of adequate notice if an official communication is sent to the most recent address provided to the Registrar's office. Any notices or correspondence that are e-mailed to a student are sent only to the student's official Law School e-mail address.

Students may also provide additional contact information to the Office of the Registrar, such as a current work address or work telephone number. For the student's convenience, this information may be used by the Law School administration when contacting the student. However, the use of this additional contact information is optional for the Law School administration in any given instance and does not relieve students of the obligations of (a) keeping a current local mailing address, telephone number, and emergency contact on file, and (b) checking the student's official Law School e-mail account for official communications.

Students are deemed to have received notice of any ruling, decision, policy change, rule, requirement, schedules of classes and examinations, and any other official decision if (1) notice is sent to the last known United States postal address provided by the student to the Registrar's Office or (2) if the notice is sent to the student's official Law School e-mail account. Students are expected to read their Law School e-mails by using the e-mail system provided to them by the Law School.

### **Information Sources**

Members of the Law School community must be familiar with policies and notices that may affect them. The Law School disseminates information in various ways and provides individual notice to students as appropriate. Students should check the information sources listed below frequently.

#### *OnTrack System*

Elon OnTrack is a secure site that allows students, faculty members, and staff to access and maintain information that pertains to Elon University, including class schedules, grades, and financial aid information. Full use of Elon OnTrack requires an active username and password. For problems logging into OnTrack, contact the computer support help desk at 336-278-5200 to receive or reset log-in information.

#### *Law School E-mail Account*

Each incoming law student receives an e-mail account from Elon University. The Law School administration and faculty communicate with students only through their Elon e-mail addresses; personal e-mail addresses from commercial e-mail providers will not be used.

The faculty and administration rely on e-mail as a means of communication, and students should regularly check their assigned Elon e-mail accounts. Students experiencing difficulty with their university e-mail accounts should contact Technology Services. The Law School does not use text messages to contact students.

### *Mailboxes*

For some printed materials, physical distribution of hard copies is more appropriate than electronic distribution. Each incoming law student is assigned a numbered, physical mailbox, on the second floor of the Law School. Students should check their mailboxes daily for important information and communications. Direct any questions about student mailboxes to the Director of Academic and Administrative Services.

### *Bulletin Boards*

Two bulletin boards are located on the upper floor of the Law School near the student lockers. Law School offices, student organizations, and individual students may post announcements on these boards. Class and official Law School activity announcements take priority for the space on the boards. There is also a bulletin board outside the law library. Students may use the white board in the Commons for informal messages and reminders.

### *Law School Website*

Changes in policies, inclement weather announcements, and other news is posted on the [Law School website](#).

## **Employment While Attending Law School**

The Law School requires enrolled students to devote most of their working hours to the study of law.

First-year students may not accept any employment during the academic year. With advance permission from the Office of Career and Student Development (OCSD), a first-year student may work at the circulation desk in the Law Library in their first-year Spring trimester only.

Second and third year students may not have paid employment for more than twenty hours per week during the academic year. Second and third year students should seek approval from the Office of Career and Student Development before starting any employment by completing an Employment Permission Form for 2L and 3L Students. Students should also inform the OCSD of any employment outside the Law School so the office can compile employment statistics. A student may work limited hours at the Law School while on Residency, subject to approval by OCSD after their residency schedule has been finalized. A student should not engage in additional employment outside the law school during their Residency trimester

## **Additional Student Rights & Responsibilities**

### *Student Complaints*

Elon University School of Law is subject to the [ABA Standards for Approval of Law Schools](#).

Any student at the Law School who wishes to bring a formal complaint or concern of a significant problem that directly implicates the school's program of legal education and its compliance with the ABA Standards should consult the [ABA's posted instructions](#).

As the ABA states, the process "is not available to serve as a mediating or dispute-resolving process for a person with complaints about the policies or actions of an approved law school. The Council or the Managing Director will not intervene with an approved law school on behalf of an individual with a complaint against or concern regarding action taken by a law school that adversely affects that individual. The most likely outcome for a complaint that raises issues under the Standards would be a finding of non-compliance and a requirement that the law school update its policy to come into compliance. This means that this complaint process will not result in any direct action against an individual including a professor, student, or administrator. This process will not directly reverse a decision made by a law school in situations including, but not limited to, changing grades, reversing academic dismissal, enforcement of a law school policy, or not being admitted to a program."

Students with questions about this process may consult with the Assistant Dean for Career & Student Development.

### *Title IX & Sexual Misconduct Policy*

Elon University strives to provide a safe environment for the campus community and to always support the institution's educational mission. Elon University does not tolerate acts of sexual harassment, gender-based violence, sexual misconduct, and sex and/or gender-based discrimination. All members of our community are expected to conduct themselves in a manner that reflects personal integrity and a respect for others. Elon University recognizes the serious and negative impacts sexual and gender-based violence and harassment have on individuals and the university community. To that end, the university endeavors to eliminate and prevent them and to address their effects. This policy outlines how the university receives, investigates, responds to, and resolves complaints of sexual harassment, interpersonal violence, sexual misconduct, and sex and/or gender-based discrimination as defined therein whether occurring on or off campus regardless of whether the respondent, as defined in this policy, is a student, faculty member, staff, or third party.

Students, staff, and faculty are strongly encouraged to report all instances of sexual harassment, interpersonal violence, sexual misconduct, and sex and/or gender-based discrimination to Elon University Campus Safety and Police or the Title IX Coordinator. Additional reporting choices, including a list of confidential options, can be found in [Reporting and Resources](#). When an allegation of sexual misconduct and gender-based violence is brought to the attention of an appropriate university official, protective, and other remedial measures are used to reasonably ensure that such conduct ends and is not repeated, and that the effects of that conduct on the complainant

and community are remedied, including outcomes when a respondent is found to have violated this policy.

Consistent with Elon's Notice of Non-Discrimination, the university prohibits all forms of sexual harassment, interpersonal violence, sexual misconduct, and sex and/or gender-based discrimination committed against employees, students, or third parties, as well as retaliation. Elon community members may access the full [Title IX policy](#).

The University has designated the Title IX Coordinator to coordinate compliance and handle inquiries regarding this non-discrimination policy:

Latisha Perry  
Interim Title IX Coordinator & Compliance Manager  
2067 Campus Box, Elon, NC 27244  
[lperry9@elon.edu](mailto:lperry9@elon.edu) 336-278-5559

Additional information about reporting and resources

- [Safe Line](#)
- [Confidential Support and Advocacy](#)
- [Incidents of Bias, Discrimination, Harassment, and Hate](#)
- [Sexual Violence, Relationship Violence, and Stalking](#)
- [Campus Safety and Police](#)

#### *Access to Student Records*

Elon University complies with the Family Educational Rights and Privacy Act of 1974 (FERPA) as amended. This Act protects the privacy of educational records, establishes the right of students to inspect and review their educational records, and provides guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints alleging failures by the institution to comply with FERPA.

Under the provisions of FERPA, students have the right to withhold the disclosure of Directory Information, defined as:

- name, address, telephone number, dates of attendance, class, and electronic e-mail address;
- previous institution(s) attended, major field of study, awards, honors (including Dean's list), degree(s) conferred (including dates); and
- past and present participation in officially recognized sports and activities, physical factors (height and weight of athletes), and the date and place of birth.

Students should consider very carefully the consequences of any decision to withhold Directory Information; any future requests for such information from non-institutional persons or organizations, such as potential employers, will be refused. Students who wish to withhold Directory Information should contact the Office of the Registrar. The institution honors requests to withhold the information but cannot assume responsibility to contact students for subsequent permission to

release the information. The institution assumes no liability for honoring instructions that information be withheld.

FERPA also affords students certain rights to their education records, including:

(1) The right to inspect and review the student's education records within 45 days of the day the University receives a request for access. A student should submit to the Office of Career and Student Development, Registrar's Office, or other appropriate official a request that identifies the record(s) the student wishes to inspect. The University official arranges access and notifies the student of the time and place where the records may be inspected. If the University official to whom the request was submitted does not maintain the records, that official shall advise the student of the correct official to whom to address the request.

(2) The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or in violation of the student's privacy rights under FERPA.

A student who wishes to ask the University to amend a record should write the University official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed. If the University decides not to amend the record as requested, the University notifies the student in writing of the decision and of the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures is provided to the student with the notice of the right to a hearing.

(3) The right to provide written consent before the University discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent. The University discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic, research, or support staff position (including law enforcement personnel and health and counseling staff); a person or company with whom the University has contracted as its agent to provide a service instead of using University employees or officials (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing assigned tasks. A school official has a legitimate educational interest if the official needs to review an education record to fulfill professional responsibilities for the University. Upon request, the University also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

The University may make disclosure to parents and other parties based on provisions of FERPA, listed in the Federal Register, Volume 73, No. 237, December 9, 2008. These disclosures are made at the discretion of University officials.

(4) The right to file a complaint with the United States Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5901

A copy of Elon University's FERPA Policy and a Notification of Student Rights can be found at the end of this Student Handbook, in Appendix B.

Questions about student records and FERPA may be directed to the Office of Career and Student Development or the Registrar's office. Health and counseling records are not covered by FERPA and can only be released with signed permission, except as allowed by law. Students wishing to release their health or counseling records should contact the R.N. Ellington Health and Counseling Center at 336-278-7230.

#### *Transcript Requests*

Law students may request transcripts via the [Law School Registrar's webpage](#). It may take up to a week to produce a transcript. All Law School transcripts reflect the student's complete Law School academic record. No transcripts are issued without the written authorization of the student. No transcript is issued for a student who has an outstanding financial obligation to the University.

#### *Disability Resources*

The Law School and Elon University are committed to the principle of equal opportunity. One way we express that commitment is through our efforts to accommodate qualified students with disabilities as they face the challenges of university life. Faculty, staff, administrators, and students work together to find approaches and accommodations that enable students to benefit from the wide variety of programs and activities on campus.

The Law School's Director of Academic and Administrative Services works with the [Koenigsberger Learning Center](#) to arrive at the most suitable approaches and accommodations for students who have a disability requiring accommodation. Students must complete a disability accommodation request form and provide required documentation to the Director of Disabilities Resources on the main campus. More information about [Disabilities Resources](#) is available online.

Accommodations are granted only to students who have provided documentation of a disabling condition resulting in a functional impairment that requires accommodation. An evaluation that was used for disability accommodation in undergraduate school may be sufficient for this purpose; sometimes, however, additional information and further evaluations may be required.

Requests for accommodations must be received and a decision reached before any potentially affected class session, activity, test, or examination. Requests for accommodations should be made

as soon as possible because of the time involved in considering the request and fashioning an appropriate accommodation if one is warranted. Accommodations are not retroactive.

contact:

Monica Isbell, Director of Disability Services

336-278-6500 [misbell@elon.edu](mailto:misbell@elon.edu)

### *Immunizations & Student Health Insurance*

All Elon students must submit documentation of all [required state and university immunizations](#) or receive an approved waiver from the State of North Carolina. More information about submitting required immunizations is on the [Office of The Dean of Students website](#).

All Elon Law students must either complete the Student Health Insurance waiver process or enroll in the [Student Blue Plan](#) before beginning Fall trimester classes. More information about the university's student health insurance requirement and the Student Blue Insurance Plan is on the [Office of The Dean of Students website](#). Students who do not complete the student health insurance waiver process or enroll in the Student Blue plan have the premium amount automatically applied to their tuition bill. Direct questions about the student health insurance requirement to [healthinsurance@elon.edu](mailto:healthinsurance@elon.edu).

### *Health and Counseling Services*

Law students may visit the [R.N. Ellington Health and Counseling Center](#) on the main campus for health needs. The mission of Elon University Health Services is to provide quality evaluation and treatment of acute illness and injury to Elon University students; to promote, support, and integrate individual healthcare according to the learning and development needs of students; and to meet public health responsibilities to the Elon University community. This mission is achieved in accordance with the mission of University, state, and national regulations and professional standards.

Counseling services are available on-site at the Law School campus during the regular academic year (August through May). On-site office hours are typically 8:00 a.m. to 5:00 p.m. one day per week. The on-site counseling office is in the Admissions building at 219 West Friendly Avenue. Students may also schedule tele-mental health appointments to meet with a counselor from the Counseling Center without traveling to the Law School or main campus.

### *24/7 Virtual Health and Wellness Services*

Elon has partnered with [TimelyCare](#) to offer free, 24/7/365 virtual medical and mental health care from anywhere in the United States. Students can access TimelyCare services when they are away from campus, including during academic breaks. Students can talk to a licensed provider from their smartphone or any web-enabled device, for on-demand or scheduled medical diagnosis and treatment and mental health support.

Elon law students also have access to [BarCARES, Inc.](#), a non-profit organization that provides confidential counseling at no charge to lawyers and law students in participating bar associations and law schools.

### *Recreation/YMCA*

Maintaining physical well-being is key to success in law school. Elon Law students receive complimentary annual memberships to the [Kathleen Price Bryan Family YMCA](#) in downtown Greensboro. Students receive the paperwork and information about joining the Bryan Family YMCA during Orientation Week. Elon Law students also have access to all of Elon University's indoor and outdoor fitness facilities. And law students have opportunities to form teams to compete in intramurals run by [Campus Recreation](#) on the main campus. In addition, the City of Greensboro offers a wide array of [recreational facilities and parks](#).

### *Parking/Public Transportation*

The Law School provides free student parking at the corner of Friendly Avenue and Church Street. (This free parking arrangement may not always be available.) Students wishing to park closer to the Law School have access to public parking decks, one of which is directly across the street from the Law School. The Law School has an allotment of entry cards for this parking deck, which are distributed to students on a first-come, first-serve basis. Students opting for the parking deck are responsible for the monthly charge of \$107 (subject to change by the City of Greensboro). If this card is obtained from the Law School, the charge is added to the student's account by the University Bursar or paid out of pocket. Students must return their parking deck entry cards to the Law School at the end of each academic year, for redistribution at the beginning of the next school year. Students may also choose to arrange for parking in various private parking lots in the area.

Students also may use the City of Greensboro's [public transportation](#) system.

### *Technology*

This section of the handbook serves as an addendum to the [Elon University Technology Policies](#). The Law School provides IT resources to support and promote academic pursuits. The Law School expects students to use these resources with a strong ethical base and awareness of personal responsibility. Any access or use of IT resources that interferes with, interrupts, or conflicts with these purposes is not acceptable and is a violation of Elon University's [Acceptable Usage Policy](#).

Students are expected to safeguard the integrity and security of Elon Law technology resources, as well as safeguard individual passwords. This expectation specifically includes all network, e-mail, and database usernames and passwords provided by Elon or its vendors. All users are expected to comply with all applicable state, federal, and international laws, as well as respect the rights and property of others, including privacy, confidentiality, and intellectual property. Use of these resources in a manner that creates an intimidating, hostile, or offensive educational environment is a violation of the Elon Law School Honor Code and the University's Technology Policy. These prohibited activities include, but are not limited to:

- sending, downloading, storing, displaying, or otherwise disseminating materials that are obscene, lewd, or sexually harassing in any format, and
- sending, downloading, storing, displaying, or otherwise disseminating materials that (i) are disrespectful of the rights of another law student or other person, or (ii) constitute harassment or discrimination in any form.



Students leaving Elon Law for any reason other than graduation will have all their email accounts and all database access terminated within seven (7) days.

The Elon University Technology Policies and all other policies incorporated or referenced here shall apply to all members of the Law School community. The community includes, but is not limited to faculty, students, administrators, staff, and all others who use, access, or employ locally or remotely the University's or Law School's IT resources, whether individually controlled, shared, stand-alone, or networked.

Any uses that undermine the integrity of the Elon Law network, or the privacy or safety of others, or that are illegal, are prohibited. Penalties for violation of the University's or Law School's technology policies may include, but are not limited to: restricted access or complete loss of access to the Elon Law network and IT Resources, termination and/or expulsion from Elon University School of Law, or other appropriate disciplinary action, and civil and/or criminal liability.

The minimum student technology requirements for each Law School class may be found at the end of this Handbook.

#### *Solicitation of Funds*

Solicitation for fundraising is allowed so long as the established Elon University procedures are followed. Students should contact either the Office of Career and Student Development or the Development Office for more information.

## II. Course Descriptions

### First-Year Required Courses

**Civil Procedure** LAW 6100, 5 credits, 1L Fall trimester

This basic procedure course explores the techniques for attaining judicial enforcement of substantive rights. The course covers topics such as venue, pleadings, joinder of claims and parties, discovery, res judicata, and trial and appellate review. Federal and state jurisdiction also are examined, including the Constitutional aspects of that jurisdiction.

**Contracts** LAW 6200, 5 credits, 1L Winter trimester

This course provides a comprehensive study of the creation, transfer, and termination of contract rights and duties. The course covers fundamental common law principles, such as the capacity to contract, mutual assent, consideration, and legality of subject matter. It also covers pertinent portions of the Uniform Commercial Code, particularly Article 2 dealing with sales, and addresses fundamental principles relating to performance, enforceability, contract defenses, and remedies.

**Criminal Law** LAW 6300, 3 credits, 1L Winter trimester

This study of substantive criminal law includes an examination of crimes and their elements. The course covers specific common law and statutory crimes and explores available defenses.

**Criminal Law Lab** LAW 6350, 1 credit, 1L Winter trimester, graded on a pass/fail basis

This course is taught in conjunction with the first-year Criminal Law course. The Criminal Law Lab tracks a simulated criminal law case, and allows students to engage in basic lawyering tasks—including interviewing, negotiation, oral argument, and drafting—under the supervision of criminal practice lawyers

**Legal Research** LAW 6590, 1 credit, 1L Fall trimester

In this course, students gain proficiency in the use of basic legal research tools, as well as effective and efficient research methods for devising strategies to find cases, statutes, regulations, and secondary authorities, with both hard-copy and computer-assisted legal research tools (Fastcase, LexisNexis, and Westlaw).

**Introduction to Legal Studies (ILS)** LAW 6050, 1 credit August term, 2 credits in academic year

This intensive, immersion course introduces entering students to the analysis and reasoning necessary to understand legal materials. Students start developing the skills needed to understand cases and statutes and to craft legal arguments from them. The principal topics include sources of law, the structure of the American legal system, analysis of a case, the concept and use of precedent, the progressive evolution of common law doctrine, emergence of new doctrine, analysis of a statute, approaches to statutory interpretation, the relationship between statutes and case-law and between statutes themselves, and presumptions in statutory interpretation. After large section lectures, small section meetings provide instruction on case briefing, law school study skills, and professional writing practice.

**Lawyering, Leadership & Professionalism (LLP)** LAW 6840, 1 credit August term,  
1 credit in academic year

This course equips students with core foundational skills and insights to assist students as they formally begin their legal careers. Students learn best practices around establishing a professional image through resume writing and networking, effective communication, and other strategies to maximize personal and professional development in the 1L year. In addition, students gain personal insights into their approach to work and interpersonal relationships and potential career interests.

**Legal Method & Communication I** LAW 6680, 2 credits, 1L Fall trimester

This course introduces students to methods of applied legal analysis and problem-solving, and the unique requirements for communicating about them in the legal profession. Topics include reading legal authorities, rule-based reasoning, rule synthesis, common law analysis, statutory analysis, writing accurate descriptions of the law, the organization and structure of written legal analysis, legal citation, fact finding, and the intra-office legal memorandum. Students complete a sequence of written and inter-active assignments, related to subjects in other Fall trimester courses.

**Legal Method & Communication II** LAW 6690, 2 credits, 1L Winter trimester

LMC II builds on the skills taught in the Fall trimester and introduces students to new topics, including more complex common law and statutory analysis and interpretation, the differences between advisory and persuasive writing, types of legal argument, conventions for writing to the court, and the ways in which ethical obligations inform a lawyer's writing and project management decisions. Students complete a series of written and oral assignments, including a motion brief to a trial court and an oral argument on the motion.

**Legal Method & Communication III** LAW 6730, 2 credits, 1L Spring trimester

This course builds and expands on the skills taught in LMC I and LMC II. Students are introduced to more advanced analytical and writing skills, such as persuasive writing techniques, classical rhetorical devices, legislative history, policy arguments, and written and oral appellate advocacy. Students write an appellate brief and deliver an appellate oral argument.

**Property** LAW 6400, 5 credits, 1L Spring trimester

This course is a study of rights and interests in real property. Topics covered include the acquisition of rights in property, estates and future interests, concurrent ownership, landlord-tenant relations, restrictive covenants, easements, mortgages, and issues relating to title.

**Torts** LAW 6500, 5 credits, 1L Fall trimester

This course is a study of the legal rules that determine whether non-contractual civil liability arises from conduct resulting in harm to others. Topics covered include intentional wrongs, negligence, and defenses commonly asserted in tort actions.

## Upper-Level Required Courses

**Business Associations** LAW 7100, 4 credits, 1L Spring trimester or 2L Fall trimester

This course is a study of basic corporate law, including the formation, management, and dissolution of corporations, and the rights and duties of those involved with corporations. The law related to business organizations such as partnerships and limited liability companies (LLC) is also covered.

**Constitutional Law I** LAW 7200, 2 credits, 2L year

This course examines the Constitutional structure of American government, particularly how power is allocated among the three branches of the federal government and between the federal government and the states. The course covers Constitutional design and principles of Constitutional interpretation, separation of powers, judicial review, and federalism.

**Constitutional Law II** LAW 7210, 3 credits, 2L year

This course introduces the individual rights implicated by the restrictions placed by the Constitution on government action, with an emphasis on Due Process and Equal Protection. It also examines the structural role of the United States Supreme Court in enforcing those restrictions against the state and federal governments.

**Evidence** LAW 7300, 4 credits, 1L Spring trimester or 2L Fall trimester

The aim of this course is to develop familiarity with the techniques by which evidence of disputed facts is presented in litigation before judicial tribunals. The Federal Rules of Evidence, North Carolina Rules of Evidence, and common law rules are examined.

**Professional Responsibility** LAW 6820, 2 credits, Summer session or 2L Fall trimester

This course is a study of the professional obligations of attorneys imposed both by regulation and the noble traditions of the legal profession. The course uses hypothetical fact situations and problems likely to be faced by attorneys to reinforce the model rules of professional conduct and to develop a commitment to ethical decision-making in students.

**Residency-in-Practice** LAW 8900A, 7-8 credits, 2L Winter or Spring trimester

The Residency-in-Practice course requires students to work 32 or 36 hours per week for 10 weeks in an approved government, judicial, non-profit, corporate, or private law firm office, earning 7 or 8 academic credits. This learning-from-practice approach provides students with substantial lawyering experience reasonably similar to that of a lawyer advising or representing a client or engaging in other lawyering tasks. Students work under direct attorney or judicial supervision at the field placement. Stepping into the role of a lawyer, students deepen the legal knowledge acquired in other courses, sharpen skills needed to be a successful lawyer, and make the professional connections and observations important to career development. There are three paths to Residency: (1) Judicial, (2) Independently Arranged, and (3) Fall Match. Students can apply for a Judicial Residency in the 1L Spring trimester. The summer after the 1L year, students can create an Independently Arranged Residency to take place outside the Greensboro area (the Triad, Raleigh, Charlotte), with advance notice to and prior approval from the Director of Residencies. And in the 2L Fall trimester, students

can participate in the Fall Match, through an application process to match with a placement based on their expressed preferences and goals, and the availability and requirements of the host placements. In Residency, students work with an attorney site supervisor and a faculty supervisor to create a learning plan and ensure that the student maximizes their educational opportunities. Students are assigned to Affinity Groups for the faculty supervised classroom component of the Residency. Students meet with their Affinity Groups and individually with their faculty supervisor. Classroom assignments include reports, reflective and learning journals, and time logs. Students are awarded a grade of High Pass, Pass, Low Pass, or Fail.

During the Residency trimester, students must also take an accompanying course (2-3 credits) chosen from a group of courses identified as relevant to the students' Residency practice area. Some of these courses may be offered through distance learning technology, so that students can complete a Residency and the accompanying course away from the Law School. The Residency and the accompanying course give students a full academic load for the trimester.

**Bar Exam Foundations** LAW 8220, 2 credits, 3L Fall trimester

This course helps students maximize their performance on the bar exam in their jurisdiction of choice. The course helps students review and organize critical bar-tested topics, develop expert study strategies, and learn the tactics and strategies for writing essay answers and answering multiple choice bar exam questions. Review topics include Contracts, Torts, Property, Criminal Law, Criminal Procedure, Civil Procedure, Evidence, Constitutional Law, Professional Responsibility, Property, Family Law, Wills and Trusts, and Secured Transactions. Assessment is based on simulated bar examinations. The course is fully graded; enrollment is limited to 3L students.

**Additional Upper-Level Course Requirements**

**Upper Level Writing Requirement**

Students must fulfill the Upper Level Writing Requirement (ULWR) after the first year. This requirement may be satisfied through designated ULWR courses.

**Communication Course Requirement**

Students must fulfill the separate Communication Course Requirement after the first year. This requirement may be satisfied through designated "communications courses" or by participating in a designated "communications activity," such as Moot Court.

### **Elective Courses (updated Summer 2023)**

#### **Accounting for Lawyers** LAW 7110, 2 credits

This course introduces the basic concepts of financial accounting. The course equips students who have little or no accounting background with the fundamental skills necessary to read and critically review a corporation's financial statements. This course is not open to students who have received credit for more than one undergraduate or postgraduate course in financial accounting.

#### **Administrative Law** LAW 7150, 3 credits

This course provides a study of the administrative process and practice before administrative agencies at all levels of state and federal government. The provisions of the state and federal Administrative Procedures Acts are explored. In addition, constitutional issues, such as procedural due process, are examined.

#### **Advanced Evidence** LAW 8430, 3 credits

The Advanced Evidence course builds upon the foundations laid in the required basic Evidence course. Rather than primarily exploring new rules, the advanced course strengthens students' understanding of core evidentiary concepts: relevance, character, impeachment, opinions, hearsay, etc. The course's multi-modal approaches include a wide variety of problems, transcripts, video lectures, performance-tracking assessments, and trial simulations.

#### **Advanced Family Law Practice** LAW 7740, 3 credits

In this course, students work through a family law case from the initial client interview through a mediated settlement. Half of the class represents one spouse, and the other half represents the other spouse, with each group divided into two teams. At various times during the trimester, a member of the team takes the role of the client, and another takes the role of the lawyer to give team members practical experience. Topics covered include child custody, child support, post-separation support and alimony, equitable distribution, attorney's fees, tax implications, settlement agreements, appraisals, and methods of alternative dispute resolution.

#### **Advanced Legal Research** LAW 6610, 2-3 credits

Advanced Legal Research builds on skills introduced in the first-year legal research class. It provides a more extensive discussion of the materials and tools available to perform the research required during a lawyer's professional life. This course looks at both state and federal materials more extensively than covered in the first-year course. International and foreign material are introduced, with most of this segment looking at their relationship to the general practice of law, focusing primarily on United States treaties and inter-governmental organizations. Cost-effective legal instruction is emphasized throughout the course, focusing on when it is appropriate to use online versus paper resources. The credit hours depend on whether this course is taught with the assessment based on a series of research assignments (2 credits) or whether it includes a writing component and oral presentation component (3 credits).

#### **Advanced Legal Research: North Carolina Legal Materials** LAW 6640, 1 credit

This course examines the three branches of the North Carolina government. Students learn to find statutes, cases, administrative decisions, and treatises on specific topics. Both print and online sources are examined. The focus is on research strategies to solve practical questions that an attorney would encounter in a typical North Carolina practice, using cost effective methods.

**Advanced Torts** LAW 8590, 3 credits

This course builds on the foundations laid in the first-year Torts class, providing students with more extensive and in-depth exposure to the torts arena. To that end, this course addresses the various torts and aspects of those torts that are not covered in the first-year curriculum. This course is particularly important because tort law is a subject heavily tested on bar exams, and tort issues arise often in law practice. Upon completion of this course, students should be able to thoroughly analyze tort problems by applying tort law to facts. Further, students should understand how tort law works in practice. Finally, students should gain an appreciation of the theory, philosophy, and public policy behind the common law of torts.

**Advocacy Fellow Externship** LAW 6930, 3 credits

The Advocacy Fellow Externship course combines supervised work hours and periodic class sessions with a faculty advisor. Students gain practical legal experience while working under the supervision of a licensed attorney in an advocacy setting. Examples of the advocacy settings include litigation practices (e.g., district attorney, attorney general, public defender, legal aid or other law office that engages in courtroom advocacy, and judicial offices) or offices engaging in policy or social advocacy (e.g., non-profit organizations, government agencies, or other entities). The course requires a minimum of 135 hours of work during summer term(s). As part of the Externship, students may observe attorney meetings and strategy sessions, negotiations, and client conferences; participate in strategy development; and conduct legal research, drafting, and other legal work as assigned by the supervisor. Students also attend periodic sessions with the faculty supervisor in person, by phone, or via video conference. Students are eligible for the Advocacy Fellows Externship after completing three trimesters at the Law School and must meet all Fellows criteria. The Director of Externships must approve any placement before the beginning of the course. Registration is limited to Advocacy Fellows.

**Bankruptcy Law** LAW 8110, 3 credits

This course focuses on the rights and remedies of debtors and their creditors under the United States Bankruptcy Code. It also examines the interplay of the Bankruptcy Code and the provisions of Article 9 of the Uniform Commercial Code and other provisions of state law. In addition, this course provides an overview of state law rights and remedies for debtors and creditors.

**Business Drafting** LAW 8120, 2 credits

This course teaches students the basic principles of contract interpretation, negotiation, and drafting. Emphasis is placed on drafting contractual agreements that meet clients' needs and effectively anticipate potential legal problems. Students read and analyze a variety of contracts and contract provisions, and work both independently and collaboratively to negotiate and draft a series of written contracts. The types of contracts studied and drafted may include contracts for the sale of goods, service contracts, agency agreements, employment agreements, and stock or asset purchase agreements. Business Associations is a prerequisite to this course.

**Business Fellow Externship** LAW 6920, 3 credits

The Business Fellow Externship course provides students with practical legal experience while working under the supervision of a qualified attorney or judge focusing on business law. The course requires a minimum of 135 hours of work. Registration is limited to Business Fellows. As part of the Externship, students may observe attorney meetings and strategy sessions, negotiations, and client conferences, and participate in litigation strategy development, contract drafting, contract review, and legal research. Each student also is required to attend periodic sessions with the course faculty supervisor. Students are eligible for the Business

Fellow Externship after completing one year at the Law School. The Director of Externships must approve any placement before the course begins.

**Capstone Leadership Project** LAW 7550, 1 credit

In this course, third-year students apply leadership skills for a tangible product, outcome, or effort to create a positive, sustainable impact on the profession, the Law School, the community, or the world. This course requires approximately 55 hours of work during the third year, including reflective learning activities and a final report. Projects may be derived from diverse sources and should encourage student initiative and creativity. The final report may take different forms, *e.g.*, a written document of approximately 10 pages, slide presentation, video, etc. Each project report, however, must include a written executive summary describing the project and its outcomes, and documenting the specific leadership skills the student used for the project and what the student learned about their leadership strengths and developmental needs. Project proposals must be submitted in writing to the Director of the Capstone Leadership course or the Director's designee, to be approved based on published criteria. All projects must be approved no later than the start of the third year and preferably the summer before it. Teams of no more than four students may carry out a single project, provided each student demonstrates equal effort and signs the final report. The course requires at least two progress check-ins with the Director of the Capstone Leadership course or the Director's designee during the second year. The course is graded on a pass-fail basis.

**Cause Lawyering** LAW 7360, 2 credits

“Cause lawyering” refers to the use of law to advance social and political goals. In this course, students critically consider cause lawyering as a part of broader social movements, both in relation to supporting the political goals of a client and in relation to the advantages, limitations, and conflicts involved in using the law to try to create social change. Course materials prioritize learning from people directly involved in present and past social movements, and students engage in critical discussion and reflective writing about the relationship between lawyers, social movements, and the law. Additionally, students explore examples of lawyers using the media to advance social and political goals, and students play the role of lawyer in writing mock press releases and participating in mock interviews, as these skills are intertwined with effectively engaging in cause lawyering.

**Civil Rights Actions: Enforcing the Constitution** LAW 8510, 2 credits

Constitutional tort law operationalizes the Constitution by providing a vehicle for holding state, local, and federal officials and governments, and private parties operating under color of state law, liable in damages for violations of people's constitutional rights. The course examines, at both a theoretical and practical level, the litigation of constitutional torts through 42 U.S.C. § 1983 and *Bivens* actions, including elements of a claim, immunities, procedural defenses, remedies, and attorney's fees. The study of constitutional litigation calls for advanced application of constitutional, tort, and civil procedure principles.

**Client Interviewing & Counseling** LAW 8390, 2 credits

Client interviewing and counseling are essential lawyering skills. Readings, videos, and class discussion introduce students to the theories and techniques used when interviewing and counseling a client, such as active listening, building rapport, fact-gathering, identifying client goals, identifying potential strategies and solutions appropriate for a client's situation, and helping a client decide how to proceed. Relevant professional rules (*e.g.*, confidentiality and communication) are also discussed. Students participate in multiple interview simulations designed to practice their interviewing and counseling skills. Written work may include client letters, interview plans, and reflections.



**Commercial Law: Sales** LAW 6700, 2 credits

This course is a study of the law of contracts for the sale of goods. The course focuses on Article 2 of the Uniform Commercial Code.

**Commercial Law: Secured Transactions** LAW 6710, 2 or 3 credits

This course covers the law of secured transactions, focusing on Article 9 of the Uniform Commercial Code. This course may be offered in person or online, using weekly practice problems and online office hours. The Law School's attendance policy applies in full effect to courses offered online.

**Complex Civil Litigation** LAW 7490, 3 credits

This course focuses on the major procedural and substantive law issues that arise in the context of complex civil litigation. For this course, litigation is considered complex because of the nature or quantity of information involved. The course reviews and expands on the topics covered in the Civil Procedure course, with a focus on class action litigation. Specifically, the course considers the preclusion doctrines, joinder devices, the management of complex discovery, and advocacy techniques. The course format is a combination of short lecture, class discussion, and simulations.

**Complex Litigation Management** LAW 7850, 2 credits

This seminar provides broad experiential and practical understanding of how to manage a litigated dispute from start to trial preparation. The course focuses on high-volume and/or high-exposure, litigation and discusses the importance of early case assessments, decision tree analyses and determining the right cost in recommending and employing a particular litigation strategy to the client. The course material reviews litigation strategy from various perspectives including the plaintiff's counsel, defense counsel, and in-house counsel.

**Conflict of Laws** LAW 8480, 2 credits

This course examines how courts choose which law should be applied to transactions, relationships, or occurrences involving contacts with more than one state. The course also touches on adjudicatory jurisdiction, the recognition of foreign judgments, choice-of-law clauses, and choice-of-forum clauses. It addresses the various approaches adopted by states and advocated by scholars, focusing on cases involving torts, contracts, family law and trusts and estates.

**Consumer Protection** LAW 8190, 3 credits

This course surveys state and federal consumer protection law. The central theme of the course is the enhancement of efficiency, transparency, access, and fair dealing in consumer markets. Topics covered include deceptive trade practices, advertising, consumer privacy, consumer credit, and debt collection practices.

**Constitutional Law Appellate Advocacy Clinic** LAW 8490, 4 credits

In this clinic, students research, draft, and submit an amicus brief on a constitutional law topic to the Supreme Court of the United States or one of the federal Courts of Appeals. The assignments may involve amicus briefs on the merits or in support of a petition for a writ of certiorari. Classroom sessions cover constitutional law and statutes relevant to the case, and appellate advocacy more generally. Although the students engage in an in-depth analysis of specific constitutional law issues, the primary learning objective of the course is to develop and hone analytical, legal writing, legal research, and advocacy skills. Constitutional Law I and II are highly recommended, and courses in First Amendment Speech and Religion are recommended. This course satisfies the Upper Level Writing Requirement. An application process is used to

determine enrollment in the course. **A “no drop” policy applies to all clinic courses at the Law School. Students must have the professor’s permission to drop a clinic course after the course registration period ends.** Please also see the Policy on Determining Credit Hours for Coursework (Implementation) at the end of the Handbook for an explanation of course credit hours.

**Criminal Pre-trial Practice** LAW 8030, 3 credits

This course focuses on the pre-trial strategy and tactics employed by trial lawyers in federal criminal cases. The course requires students to conduct pre-trial criminal procedures by following simulated cases. The cases involve the prosecution of criminal offenses in federal court. Students alternate handling segments of the case as both a prosecutor and as defense counsel. Students complete five to six graded homework assignments over the course of the trimester. The assignments consist of researching and writing appropriate court documents (e.g., motion to suppress evidence, motion to compel discovery, etc.). Students also prepare to interview witnesses (including the defendant), argue motions, and make charging decisions. Knowledge of Criminal Procedure and Evidence is helpful but not required.

**Criminal Procedure** LAW 7320, 2-3 credits

The major constitutional restraints upon the criminal justice process are the focus of this course. Particular attention is given to the provisions of the Fourth, Fifth, and Sixth Amendments to the United States Constitution, including such specific issues as arrest, search and seizure, interrogations and confessions, the exclusionary rule, and the right to defense counsel. Overall consideration is given to the impact of Fourteenth Amendment Due Process requirements throughout state and federal criminal justice systems.

**Depictions of Discrimination: Law & Literature** LAW 8660, 2 credits

This course allows students and faculty to examine issues of racial, gender, and other discrimination through writings and films. The course is structured to allow for a course administrator who coordinates the course and teaches at least one session. The course involves weekly meetings in which the teaching faculty member and students review a film or other video/audio material focused on an issue of discrimination and discuss the material in a group discussion format. Students may also be required to read materials in lieu of or in addition to video materials. Students complete several short writing assignments throughout the term and are assessed through a final paper and oral argument, which synthesize course materials and apply the concepts discussed to a relevant issue of discrimination in society.

**Education Law** LAW 8670, 2 credits

This seminar introduces students to laws and policies governing instruction in K-12 schools, including civil rights protections for students with disabilities and school discipline. Statutory topics include the Individuals with Disabilities Education Act, Title IX, and Every Student Succeeds Act. Policy topics include racial inequities in United States public schools, the school-to-prison pipeline, and the effect of Covid-19 school shut-downs on established policies. Experiential components of the course include reviewing the litigation process, dispute resolution, and role-playing strategies for interviewing children and counseling the parent-advocate. A research paper is required.

**Employment Law** LAW 7140, 2-3 credits

This course provides a study of state and federal employment law. Topics covered include common law claims—such as breach of contract and wrongful discharge, wage and hour laws, anti-discrimination laws, and concerted labor activity and collective bargaining.

**Entity Taxation** LAW 8150, 3 credits

This course examines the federal income taxation of subchapter C corporations, general partnerships, limited liability companies, subchapter S corporations, limited partnerships, and other business entities. State tax implications may also be addressed. Business Associations is a prerequisite to this course.

**Environmental Law** LAW 8410, 3 credits

This course involves the study of state and federal environmental regulation. It examines relevant state and federal statutes, regulations, and case decisions, with particular emphasis on federal statutes, such as the National Environmental Policy Act (NEPA), the Clean Water Act (CWA), and the Comprehensive Environmental Response and Liability Act (CERCLA). Knowledge of the basics of Administrative Law is strongly recommended for students enrolling in this course.

**Family Law** LAW 7750, 3 credits

This course covers the variety of laws impacting the family unit and defining the rights and duties of family members. Topics covered include marriage, annulment, separation, divorce, support, custody, and equitable distribution. Course requirements may include writing assignments and group activities to provide students with a sense of the practical side of the practice of family law.

**First Amendment: Religion** LAW 7540, 2 credits

This course examines the tensions inherent in the First Amendment providing for free exercise and prohibiting the establishment of religion, exploring how principles of neutrality, voluntarism, separation, and accommodation have influenced the Supreme Court's decisions. Potential topics include non-discrimination, endorsement, coercion, public funding relating to religious programs and institutions, compelled exemptions, and non-governmental actions and religion.

**First Amendment: Speech** LAW 7570, 2-3 credits

This course surveys the Free Speech clause of the First Amendment, and it considers both the theory underlying the clause and judicial interpretations of the extent of its protections. Potential topics include hate speech, political speech, freedom of association, indecency and obscenity, tort law and the First Amendment, access to the media, commercial speech, and copyright. The course pays particular attention to the application of free speech rules, doctrines, and values to emerging technologies.

**Food, Drug, & Cosmetic Law** LAW 8580, 2 credits

This course examines major legal and policy issues surrounding the production, distribution, and consumption of food. The first part of the course surveys the regulation of agriculture and food at the federal, state, and local levels (e.g., the FDA and USDA, state agriculture regulations, zoning, and other local ordinances). The second part of the course considers hot topics in contemporary food policy, such as food labeling and consumer choice (e.g., organics, GMO products); hunger, nutrition, and obesity; working conditions in agriculture and food service industries; farmland preservation and rural economic development; and the globalization of the food chain.

**Gender & the Law** LAW 8680, 2-3 credits

This course provides students with an understanding of the role that gender plays in the development of law. The course is organized around various theoretical frameworks found in case law or in the writing of feminists and womanist scholars, including various concepts of equality, difference theory, non-subordination, autonomy, essentialism, and critical race theory. Students also explore the critiques and limitations of these frameworks. Each framework is explored in the context of concrete legal problems in

various areas of law, e.g., employment, family law, sports, domestic violence, and pornography. Students also continue improving their research and writing skills.

**General Externship** LAW 6900, 3 credits

In the General Externship course, students gain practical legal experience while working under the supervision of attorneys and judges. Students may earn 3 credits for 135 hours of qualifying work in the Fall, Winter, or Spring trimester or in the Summer at a non-profit, government, judicial, or in-house counsel office. Qualifying work is substantial lawyering experience reasonably like the experience of a lawyer advising or representing a client or engaging in other lawyering tasks, under approved direct attorney or judicial supervision. In addition to the minimum hours of supervised work, the General Externship requires students to participate in sessions with a faculty advisor and other externs, and to submit reflective written work and time records. Students are eligible for the General Externship course after completing three or four trimesters at the Law School, depending on each externship placement's requirements. To register for the course, students must have their placements approved by the Director of Residencies. Applications are available on the website of the Law School Registrar. This course cannot be taken during the Residency trimester. Like most other courses, this course can only be taken once.

**Guardian Ad Litem Clinic** LAW 7580, 3 credits

In this clinic, students represent the best interests of abused and neglected children in appeals in the North Carolina Court of Appeals and Supreme Court. The Guardian Ad Litem Appellate Counsel for the State assigns the cases. Classroom sessions examine North Carolina statutes and case law related to abused and neglected children, the appellate rules generally, and rules specific to juvenile cases. The faculty member also meets with students outside the classroom to discuss the case; formulate strategies, issues to pursue on appeal, and a research strategy; outline arguments for the brief; review drafts of the brief; and finalize the brief before submission to the appellate court. In handling an appeal, students review trial transcripts and juvenile records, review and settle the record on appeal, respond to appellate motions and writs, draft and file Guardian Ad Litem Appellee Briefs, fulfill statutory mandates to provide and promote the best interests of juveniles in appellate proceedings, provide a voice for abused and neglected children in North Carolina, and help achieve safety and permanency in a child's life. While students learn some substantive and procedural law specific to juvenile matters, the primary learning objective of the course to develop and hone analytical, legal writing, legal research, and advocacy skills. Professional Responsibility is a prerequisite for the course. Students must be eligible for the North Carolina State Bar Limited Practice Certification. **This course is graded on a pass/fail basis. A “no drop” policy applies to all clinic courses at the Law School. Students must have the professor’s permission to drop a clinic course after the course registration period ends.** Please also see the Policy on Determining Credit Hours for Coursework (Implementation) at the end of the Handbook for an explanation of course credit hours.

**Health Law** LAW 7450, 2 credits

This course covers the major legal issues related to the health care system. The course addresses health care decision making through various legal documents, e.g., health care powers of attorney and living wills. In addition, the class discusses issues related to representing medical personnel and hospitals, including defense of medical malpractice suits.

**Humanitarian Immigration Law Clinic** LAW 7680, 3-4 credits

The Immigration Clinic provides students with practical experience in client interviewing, cloud-based case management software, and preparing an application for federal immigration benefits. Students are given great

autonomy to assist refugees and asylees in filing for family reunification, adjustment of status (green card), and naturalization (United States citizenship). Students also conduct legal research and writing and represent clients in federal benefits hearings at USCIS Field Offices. **Prerequisites:** Students must have completed all first-year requirements. Professional Responsibility must be completed before or taken concurrently with this course. Immigration law is encouraged and may be taken concurrently. This course is graded High Pass/Pass/Low Pass/Fail. For students completing the Upper Level Writing requirement in HILC, for a total of 4 credits, the requirements for the ULWR are addressed separately with the supervising faculty member. **A “no drop” policy applies to all clinic courses at the Law School. Students must have the professor’s permission to drop a clinic course after the course registration period ends.** Please also see the Policy on Determining Credit Hours for Coursework (Implementation) at the end of the Handbook for an explanation of course credit hours.

**Immigration Law** LAW 7400, 3 credits

This course examines United States immigration and naturalization law. Federal statutes and regulations addressing admission of foreign nationals, removal, citizenship, and employment are addressed.

**Income Taxation** LAW 7120, 3 credits

This course provides a study of the basic principles of federal taxation of income. The course focuses primarily on the provisions of the Internal Revenue Code addressing taxation of individuals. Concepts such as adjusted gross income, exemptions, deductions, and tax credits are examined.

**Independent Study** LAW 9990 A, B, C, 1-3 credits

This course allows students to engage in independent legal research and writing under the supervision of a full-time faculty member. The work must involve the production of a significant research paper or comparable project. Students may not enroll in Independent Study without written permission by the supervising faculty member and the Associate Dean for Academic Affairs. The written permission must identify the number of credits to be awarded to the student upon satisfactory completion of the course. A student also must spend a minimum of 42.5 hours on the research and writing project per credit earned. A student may not receive more than four credits total through Independent Study courses. Independent Study may be graded P/F at the discretion of the supervising faculty member. This course cannot be taken during the Residency trimester.

**In-House Corporate Practice** LAW6990A, 2 credits

This course focuses on the role of in-house legal counsel in the corporate context. The organization of the corporate law department is discussed, including those functions within corporations handled generally by in-house lawyers and the relationship of in-house counsel to outside counsel. A sampling of specialties of in-house corporate practice are presented, as well as the in-house lawyer's role in transactional matters, such as mergers, acquisitions, divestitures, and major contract projects. Class sessions may include visits to or from in-house counsel, who speak on issues relevant to their practices. Contemporary business issues are discussed, and students are required to keep current by reading business papers and journals and making an oral presentation, as well as writing a final paper.

**Intellectual Property** LAW 7160, 3 credits

This course covers the basic principles of intellectual property law in the United States and internationally. The course provides an overview of the law governing the securing and exploitation of property and other rights in ideas, including protection by patents, copyrights, trademarks, state legislation, and the common law.

**International Business Transactions** LAW 8690, 2 credits

This course focuses on international commercial law and practices, such as the international sale of goods (CISG), the carriage of goods, international payments, and secured financing. It also covers the methods of settling international commercial disputes, namely international litigation, mediation, and arbitration. The teaching and learning of the practice of international business transactions are based on the active participation of students, a problem-based method, and comparative examples.

**International Criminal Law** LAW 8270, 2-3 credits

The course examines the history, theory, and practice of international criminal law (ICL). It explores the history of international criminal justice from the aftermath of World War I through the establishment of the International Criminal Court, the ad hoc tribunals, and the hybrid courts. It also explores the “core crimes” of ICL (crimes against humanity, war crimes, genocide, and aggression), theories of liability, and available defenses. Significant course time is spent analyzing and discussing topical issues in ICL, including ongoing atrocities, the United States policy on the International Criminal Court, and related legitimacy challenges to ICL entities. This course also touches on related fields of law directly relevant to ICL, including international public law, international humanitarian law, international human rights law, and transitional justice.

**International Law: Public** LAW 7420, 2-3 credits

This course is a study of the basic rules and principles governing the conduct of nation-states and international organizations, and their relations with each other. Topics include the law of treaties and customary law, the relationship between international law and municipal law, human rights law, the use of force in international relations, and international criminal law.

**Internet Law** LAW 7470, 3 credits

This course examines the legal issues triggered by the emergence of the Internet. Topics covered include the regulation of Internet access and domain names; contract formation, execution, and enforceability; personal jurisdiction and choice of law; trademark and copyright infringement; and privacy concerns.

**Judicial Process** LAW 7900, 2 credits

Beginning with the ideas of Justice Benjamin Cardozo in his classic, *The Judicial Process*, and ending with the writings of modern, influential judges, this course explores the methodologies and other considerations that influence judicial decision making, including constitutional and statutory interpretation. These concepts are illustrated by examining significant judicial decisions and the lives and careers of some of the judges who made them.

**Judicial Writing** LAW 8710, 2 credits

In this course, students do the type of work they would do working for a judge or a court as a law clerk or staff attorney. Students work on a case over the course of the trimester, reviewing the record, conducting research, and reading parties’ briefs before writing a bench memo and judicial opinion. The class also discusses issues such as audience and writing style.

**Law Firm Management** LAW 8300, 1 credit

This course acquaints students with the data and skills necessary for delivery of legal services today and in the future. Topics and skills addressed include management theory and techniques, interviewing, counseling, negotiations, systems analysis and design, technology, and professional responsibility. Lecture, demonstration, and stimulations are used.

**Law Office Technology I** LAW 6940, 1 credit

This is a skills-based, **asynchronous**, online course designed to prepare law students for law practice. It focuses on learning and improving skills and knowledge of computer technology commonly used in law offices. Course topics include computer operating systems, communication software, document preparation, collaboration, and document management systems. There are no pre- or co-requisites. **This course may be taken at the same time as Law Office Technology II. This course is graded on a pass/fail basis.**

**Law Office Technology II** LAW 6950, 1 credit

This is a skills-based, **asynchronous**, online course designed to prepare law students for law practice. It focuses on learning and improving skills and knowledge of computer technology commonly used in law offices. Course topics include spreadsheets and data management, creation of PDFs, working with PDF documents, case management, litigation support, and trial presentation software. **Law Office Technology I must be taken either before or at the same time as this course. This course is graded on a pass/fail basis.**

**Law Review** LAW 9960, 1 credit

Subject to approval by the Elon Law Review faculty advisor, a student on the Elon Law Review may receive one credit for each academic trimester in which the student successfully fulfills the duties of an Elon Law Review Staff Member or Editorial Board Member, provided the student spends a minimum of 42.5 hours on these duties. The Editor-in-Chief and Managing Editor receive two credits for a total of two academic trimesters in which they successfully fulfill their duties, provided those students spend a minimum of 85 hours on those duties. No student may receive more than two credits for law review activities per trimester. Law review credits are awarded on a pass/fail basis. All Elon Law Review staff members are required to submit an article-length note of publishable quality, subject to the guidelines in the Law Review Bylaws, by the end of their first year as members on Elon Law Review. The note must be written independently from a course; students may not submit a paper that was also written for course credit.

**Leadership Fellow Externship** LAW 6890, 3 credits

In the Leadership Fellow Externship, students gain practical legal experience while working under the supervision of a licensed attorney or judge who is either working full-time in public service or is in private practice with a leadership role in the Bar, in *pro bono* service, or in the community. Examples of qualifying placements are state or federal government law offices, including all levels of attorney general; prosecutorial and public defender offices; state and federal governmental agencies, such as the Social Security Administration, EEOC, and EPA; law offices of past and present officeholders in local and state bar associations; and law offices of members of the N.C. Pro Bono Society. The course requires a minimum of 135 hours of work. Students are also required to participate in group and individual meetings with a faculty advisor and to engage in reflective learning through journal entries, goals memos, and assessments. Registration is limited to Leadership Fellows.

**Mastering Legal Analysis** LAW 6830, 1-3 credits

Mastering Legal Analysis improves students' ability to de-construct legal rules, to explain and evaluate the significance of facts, to thoroughly support conclusions of law, and to effectively organize written content. These skills are critical in applying law to the hypothetical questions typical of both law school and bar exams. The hands-on learning methods used in the course include in-class analytical and writing work in both individual and group settings.

**Mergers & Acquisitions** LAW 8140, 3 credits

This course explores the principal legal issues and the practical realities of negotiated corporate acquisitions and mergers. Business deals are analyzed from inception to closing, with the focus on the lawyer's role in each phase of a transaction. Students complete tasks that junior transactional associates are commonly expected to undertake. Throughout the trimester, various simulations and fact patterns allow students to see and participate in many aspects of a basic business transaction. Students review and discuss due diligence materials and an example acquisition agreement, and they participate in other aspects of a hypothetical transaction. Business Associations is a prerequisite for this course.

**Mock Trial Competition** LAW 7860, 1-2 credits

Credit is awarded to students selected for a mock trial team, who prepare for and participate in a regional or national competition. Students who complete one competition, which requires spending a minimum 42.5 hours in the interscholastic competition activities, earn one credit. Students completing a second competition in a later term earn a second credit. This course is graded on a pass/fail basis.

**Moot Court/Appellate Advocacy Competition** LAW 9000, 1-2 credits

Credit is awarded to students who successfully complete at least three trimesters of service on the Moot Court Board and who compete in at least one interscholastic Moot Court competition, when they independently or as a member of a team prepare an appellate brief, practice regularly with faculty coaches and advisors for oral argument, and present an oral argument in the competition. Successful completion of these requirements and participation in one competition (with the student spending a minimum of 42.5 hours in the interscholastic competition activities) receives 1 credit. Students who compete in two competitions (with the student spending a minimum of 42.5 hours in the interscholastic competition activities in each of the two competitions) receive 2 credits. This course is graded on a pass/fail basis.

**Native American Law** LAW 8720, 2 credits

This course explores the federal laws and policies that govern the relationship between Indian tribes and the federal government and the limits on state power in Indian Country. The course examines these relationships or “policy periods” from an historical perspective. Indian Law intersects with constitutional law, criminal law, property law, civil procedure and international law. The reading explores current issues such as gaming, water rights, and economic development. Students are introduced to Tribal or customary law.

**Negotiations** LAW 7590, 3 credits

From plea bargains and personal injury settlements to marital termination agreements and business transactions, lawyers negotiate. This course combines theory and practice to help students begin developing this essential skill. Readings, lectures, and discussions introduce students to the strategies and techniques used by effective negotiators, help students identify their own negotiation styles, and teach students how to assess their abilities. Students learn how to prepare for a negotiation and practice their skills during multiple two-party and multi-party negotiation simulations.

**Prisoners' Rights** LAW 8290, 2 credits

This course examines the imprisonment of convicted offenders, with a focus on the government's power to punish by imprisonment, the limits of that power, and the responsibilities the government assumes when exercising it. Primary emphasis is on prisoner civil rights litigation, including the history of prisoner litigation, procedural matters, prisoner rights, conditions of confinement, and access to courts. Emerging topics in current prisoner litigation are addressed.



**Public Health Law** LAW 8650, 3 credits

This course takes a trans-disciplinary approach to public health law, conceptualizing public health law as a process through which coalitions of lawyers, scientists, public health practitioners, and others work collaboratively to develop, advocate for, implement, and evaluate evidence-based legal reforms and interventions to prevent disease and reduce injuries. The trans-disciplinary approach emphasizes that the entire process of legal change—from researching potential policy approaches to evaluating the effectiveness of legal interventions—requires careful examination, and that each part of the process necessarily involves trans-disciplinary collaboration.

**Public Interest Legal Writing** LAW 8620, 2 credits

In this course, students continue to develop their legal analysis and persuasive writing skills by completing various assignments that are typical in a public interest Legal Aid firm. In the role as staff attorneys at the “E-Law Firm,” a non-profit law firm representing low-income clients in Guilford County, students are assigned several tasks which introduce the challenges and typical experiences in public interest legal work.

**Race & the Law** LAW 8540, 3 credits

In this course, students examine the interaction of race and the law in society, by reading, analyzing, and discussing relevant criminal and civil cases, statutes, and constitutional provisions which have laid the foundation for the American judicial system. The course examines the use of the law both to perpetuate and eradicate racial injustice, from slavery, through the 1954 benchmark desegregation decision in *Brown v. Board of Education*, to the present.

**Real Estate Transactions** LAW 7280, 2 credits

This course explores the law relating to transfers of real estate, including the impact of mortgage law and financing. The first half of the course focuses on the legal relationships and issues created when property is transferred. The class discusses real estate brokers, the formation and operation of real estate contracts, title insurance, deeds, conveyancing, and issues arising from common real estate disputes. The second half of the course focuses on mortgage law, including the creation of mortgage relationships, and examines the rights and duties of parties to the mortgage before foreclosure. The class also discusses rules and policy relating to mortgage foreclosures.

**Remedies** LAW 7950, 3 credits

This course examines the various remedies available to claimants in civil litigation. It covers damages, including compensatory, punitive, and statutory damages; equitable remedies, such as injunctions and accountings; and restitution remedies. This course may be offered in person or online, using weekly practice problems and online office hours. The Law School’s attendance policy applies in full effect to courses offered online.

**Securities Regulation** LAW 7130, 3 credits

This course is a study of United States and state legislation and regulations affecting the issuance and trading of corporate securities. The course focuses particularly on the provisions of the 1933 Securities Act and the 1934 Securities Exchange Act. It also examines the development of the Securities Exchange Commission and its responsibilities and powers in regulating securities. Business Associations is a prerequisite for this course.

**Small Business & Entrepreneurship Clinic** LAW 7670, 3-6 credits

The Small Business and Entrepreneurship Clinic is a law office providing business-related legal services to entrepreneurs, owners of small businesses, and non-profits who otherwise would not be able to afford legal

representation. Clinic students develop analytical, planning, editorial, and counseling skills, in the context of client projects and reality-grounded class work. Services provided by the clinic include choice of entity advising, organizational document drafting and review, contract review and drafting, employment and human resource advising, regulatory compliance, drafting financing documentation, non-profit formation, and application for tax-exempt status. To be eligible for the clinic, students must have completed all first-year requirements and have taken Professional Responsibility and Business Associations. In addition, Business Drafting is either a pre-requisite or co-requisite course. Students are required to apply for the North Carolina State Bar Limited Practice Certification. **A “no drop” policy applies to all clinic courses. Students must have the permission of the professor to drop a clinic course after the course registration period ends.** Please also see the Policy on Determining Credit Hours for Coursework (Implementation) at the end of the Handbook for an explanation of course credit hours.

#### **Trial Practice & Procedure** LAW 7810, 3 credits

In this course, students develop basic advocacy skills for use in courtrooms and other legal settings. In preparation for conducting a final trial to verdict, students learn about and participate in weekly courtroom simulations of the components of a trial, including development of a theory and theme, opening statements, examination of witnesses, use of demonstrative evidence, and closing arguments. These weekly simulations occur in a small group setting and may be recorded. Students prepare for and conduct a final trial to verdict, which serves as the course’s final exam. The TPP course may include intensive workshop sessions scheduled outside regular class meeting times. Evidence is a not a prerequisite, however, it is strongly recommended that students have either completed Evidence or be enrolled in Evidence concurrently. A special section of this course may coordinate with the Mock Trial Competition.

#### **We the People, Constitutional Law Journal** LAW 9930, 1-2 credits

*We the People* strives to advance legal education and scholarship through the contribution of intelligent discussion and analysis of the United States Constitution and constitutional law related issues. The journal is published online only and creates opportunities for student staff to gain organizational, research, and scholarly experience. Students staff, manage, and edit the journal, and have faculty advisors.

#### **Wills & Trusts** LAW 7700, 3 credits

This course explores the gratuitous transfer of property at death, including intestate and testate succession. It also examines the nature, establishment, management, and termination of *inter vivos* and testamentary trusts.

#### **Wills Drafting Clinic** LAW 7730, 3-6 credits

This clinic is a learning-by-doing course with intensive instruction units, followed by supervised law practice. Students represent low-income homeowners, referred to the clinic by Legal Aid of North Carolina. Students interview clients, draft documents, meet with clients to explain and review documents, and oversee the self-proving signing protocol for those documents. Enrollment is limited to students who have completed at least 43 law school credit hours and are certified by the Dean as being of good character, with the requisite legal ability and training to perform in the clinical context. Professional Responsibility, Wills and Trusts, and eligibility for the North Carolina State Bar Student Practice Certification are pre-requisites for this course. **A “no drop” policy applies to all clinic courses. Students must have the permission of the professor to drop a clinic course after the course registration period ends.** Please also see the Policy on Determining Credit Hours for Coursework (Implementation) at the end of the Handbook for an explanation of course credit hours.

### III. Fellows, Clinic, Co-Curricular, & *Pro Bono* Opportunities

#### **Advocacy Fellows**

Elon Law's Advocacy Fellows program provides students with the essential knowledge and practical, hands-on experience and skills necessary to become exceptional trial or appellate advocates on behalf of their clients. Applicants to the Law School must submit a separate application to be considered for the Advocacy Fellows Program. Rising 2L students may also apply for the Program. The Program seeks students who have demonstrated interest in advocacy, including experience in various advocacy settings. Advocacy Fellows are expected to maintain a minimum cumulative GPA of 2.670, participate in activities sponsored by the Advocacy Fellows Program, and take specific courses identified by the advocacy faculty as essential for a solid grounding in legal advocacy.

contact:

Catherine Dunham, Professor of Law, [cdunham@elon.edu](mailto:cdunham@elon.edu)

Patricia Perkins, Assoc. Professor of Law, [pperkins@elon.edu](mailto:pperkins@elon.edu)

Alan Woodlief, Sr. Assoc. Dean; Professor of Law, Director of the Moot Court Program, [awoodlief@elon.edu](mailto:awoodlief@elon.edu)

#### **Business Fellows**

The Business Fellows Program seeks to encourage and cultivate students' interest in business law. The goal of the Program is to prepare Business Fellows to represent a variety of business clients, from small, start-up companies to large multinationals. Applicants to the Law School must submit a separate application to be considered for the Business Fellows Program. Rising 2L students may also apply for the Program. The Program seeks students with strong business backgrounds (either based on their previous academic studies or through work experience) and a manifested interest in pursuing a career in business or business law. Business Fellows are expected to maintain a minimum cumulative GPA of 2.670, participate in activities sponsored by the Business Fellows Program, and take specific courses identified by the business law faculty as essential for a solid grounding in business law.

contact: John Flynn, Assoc. Professor of Law, [jflynn4@elon.edu](mailto:jflynn4@elon.edu) or [businessclinic@elon.edu](mailto:businessclinic@elon.edu)  
336-279-9217

#### **Coverdell Fellows**

Elon Law's Paul D. Coverdell Fellows Program offers two returned Peace Corps volunteers a scholarship in the amount of \$31,500 toward Elon Law's total program tuition. Fellows also receive placements in public interest law firms or organizations during their second year of study through Elon Law's nationally recognized Residency-in-Practice Program. Elon Law is the first law school in the South to offer Coverdell Fellowships in partnership with the Peace Corps. To be considered for a Coverdell Fellowship, applicants to Elon Law with experience in the Peace Corps should note their service on their applications.

contact:

Alan Woodlief, Sr. Assoc. Dean, Professor of Law; Director of the Moot Court Program,  
[awoodlief@elon.edu](mailto:awoodlief@elon.edu) 336-279-9203

### **Diversity Fellows**

The Student Diversity Fellows work closely with the Director of Inclusive Excellence for Graduate and Professional Education to serve as a liaison between students, student groups, and Elon Law Inclusive Excellence efforts; support faculty in incorporating DEI in their courses; and participate in discussions, programming, and policy making related to diversity, equity, inclusion, and other constructs that support belonging and well-being. Elon University is committed to institutional change, and this Fellows program aims to provide additional concrete ways of engaging in deep, meaningful equity and inclusion work at Elon Law. Each year, rising 2Ls and 3Ls may apply to serve in this leadership role.

contact: Dr. Laké Laosebikan-Buggs, Director of Inclusive Excellence for Graduate and Professional Education, [lbuggs@elon.edu](mailto:lbuggs@elon.edu)

### **Leadership Fellows**

As part of the Law School's mission to infuse its legal education with an emphasis on leadership development, the school formed the Leadership Fellows program in 2009. Applicants to the Law School must complete a separate application for the Leadership Fellows Program. Students invited into the Leadership Fellows Program demonstrate exceptional leadership through community, collegiate, military, or other leadership experiences, as well as academic achievement. They also identify, through an essay in the Leadership Fellows application process, how the leadership skills they have acquired may be further developed and used at the Law School, in the practice of law, and in their communities. Leadership Fellows are expected to maintain a minimum cumulative GPA of 2.670, assist administration and faculty with the Leadership Lecture Series and other leadership programming, and undertake a Capstone project during their third year of study.

contact: Chris Leupold, Isabella Cannon Professor of Leadership, [cleupold@elon.edu](mailto:cleupold@elon.edu)  
336-278-6296

### **Clinics**

Elon Law's clinic courses put legal theory into practice, providing students with essential lawyering skills through casework management, research, writing, client interaction, and courtroom advocacy, while also helping individuals in need of legal services.

#### *Constitutional Law Appellate Advocacy Clinic*

Students in the Constitutional Law Appellate Advocacy Clinic research, draft, and submit an amicus brief to the Supreme Court of the United States or one of the federal Courts of Appeals. Their work contributes to an amicus brief on the merits of a case or in support of a petition for a writ of certiorari. Students engage in an in-depth analysis of specific constitutional law issues, while honing their analytical, legal writing, legal research, and advocacy skills.

contact:

Scott Gaylord, Professor of Law  
[sgaylord@elon.edu](mailto:sgaylord@elon.edu) 336-278-9331

*Guardian Ad Litem Appellate Advocacy Clinic*

In the Guardian Ad Litem Appellate Advocacy Clinic, students work under the supervision of a faculty member and the Guardian Ad Litem Appellate Counsel in North Carolina to represent the best interests of abused and neglected children in appeals of juvenile matters in the North Carolina Court of Appeals and North Carolina Supreme Court. This clinic experience is ideal for students those interested in family law, juvenile justice, trial advocacy, and appellate advocacy.

contact:

Alan Woodlief, Sr. Assoc. Dean, Professor of Law, Director of the Moot Court Program  
[awoodlief@elon.edu](mailto:awoodlief@elon.edu) 336-279-9203

*Humanitarian Immigration Clinic*

Elon University School of Law established the Humanitarian Immigration Law Clinic in December of 2010, allowing students, under the supervision of law faculty, to provide free legal services to low-income refugees and asylum seekers in North Carolina. Under the supervision of law faculty, Elon Law students manage all aspects of refugee and asylee cases, meeting with clients, performing intake interviews, analyzing cases for legal remedy, gathering evidence, drafting and filing applications and briefs, and maintaining client correspondence. Students also observe and participate in hearings before federal administrative agencies and courts.

contact:

Katherine Reynolds, Director of Humanitarian Immigration Law Clinic; Asst. Professor of Law  
[Kreynolds10@elon.edu](mailto:Kreynolds10@elon.edu) 336-279-9291

*Small Business & Entrepreneurship Clinic*

The Law School's Small Business and Entrepreneurship Clinic is a law office providing business-related legal services to entrepreneurs, small business owners, and non-profits. The clinic's office is adjacent to the Law School. Services provided by the clinic include, but are not limited to, choice of entity advising, organizational document drafting and review, contract review and drafting, employment and human resource advising, regulatory compliance, drafting financing documentation, intellectual property, non-profit formation, and application for tax-exempt status for non-profits.

contact: John Flynn, Assoc. Professor of Law, [jflynn4@elon.edu](mailto:jflynn4@elon.edu) or [businessclinic@elon.edu](mailto:businessclinic@elon.edu)  
336-279-9217

*Wills Drafting Clinic*

In Elon Law's in-house Wills Drafting Clinic, student lawyers, who have their Limited Practice Certification from the North Carolina State Bar, represent low-income homeowners referred by Habitat for Humanity of Greater Greensboro and Legal Aid of North Carolina. Student lawyers

interview clients, draft documents to meet the needs of clients, meet with clients to explain and review documents, and oversee the self-proving signing protocol for those documents. This course operates like a law firm. Student lawyers alternate serving as the firm's managing partner. In firm meetings, student lawyers lead discussion of ethical dilemmas related to wills drafting and engage the class in a detailed exploration of legal issues surrounding the transfer of property at death in North Carolina.

### **Moot Court Board**

Students who excel in the annual intramural moot court competition are invited to membership on the Moot Court Board. Members of the Board join teams coached by the Law School's faculty, competing in interscholastic competitions with other law schools throughout the nation, including the ABA National Appellate Advocacy Competition and the National Moot Court Competition. Members of the Board who fulfill their service requirements are eligible to receive one academic credit for each interscholastic competition in which they compete, up to a total of two academic credits.

The Moot Court Director registers the school's teams for moot court and all other external skills-based competitions, except mock trial competitions. Students may not register the school or themselves for an external competition without prior permission from the Director.

The Moot Court Board hosts the annual intramural moot court competition for rising second-year Elon Law students to showcase their written and oral appellate advocacy skills. Board members also serve as judges for the first-year LMC III course practice oral arguments. And the Board plays a key role in coordinating the annual Billings, Exum, & Frye National Moot Court Competition, hosted by Elon Law.

contact:

Alan Woodlief, Sr. Assoc. Dean, Professor of Law, Director of the Moot Court Program  
[awoodlief@elon.edu](mailto:awoodlief@elon.edu) 336-279-9203

### **Mock Trial Team**

The Mock Trial Team offers rich learning experiences through mock trial competitions that aid in the development of exceptional trial lawyers. Students selected for Elon Law's Mock Trial Team become part of the Elon Law Trial Advocacy Board. The Mock Trial Team members work closely with experienced trial lawyers who serve as their coaches.

Second-year members of Elon's Mock Trial Team typically compete in the Winter or Spring trimesters. Teams have competed in the Texas Young Lawyers Division National Trial Competition and the American Association for Justice Student Trial Advocacy, where over 100 law schools compete in regional competitions before advancing to a national competition. In some years, third-year team members participate in a Fall trimester competition.

Second-year students who are enrolled in or have previously completed the Evidence and Trial Practice and Procedure courses are eligible to try-out for the Mock Trial Team. Team members are

selected based on a try-out, their performance in Evidence and Trial Practice and Procedure, and their academic standing. While not required, prior experience working in teams and participation in mock trial, debate, theatre, or other professional or recreational public speaking activities may also be considered.

The faculty advisor to the Mock Trial Program registers the school's teams for mock trial competitions. Students may not register the school or themselves for an external mock trial competition without prior permission from the faculty advisor.

contact: Patricia Perkins, Assoc. Professor of Law, [pperkins@elon.edu](mailto:pperkins@elon.edu) 336-279-9231

### ***Pro Bono Work***

In keeping with the legal profession's obligation to serve poor and under-represented communities, the Law School's service initiatives allow students to develop and apply lawyering skills while working for the public good. From student and faculty participation in *pro bono* work to community service programs and projects, the Elon Law community is dedicated to fostering a service ethic. There are several *pro bono* and community service projects sponsored by student organizations to provide support, services, and assistance to populations in need throughout the Greensboro area and beyond. All students are eligible to volunteer for community outreach and advocacy projects. For more information about *pro bono* work, please visit <https://www.elon.edu/u/law/students/pro-bono/>. contact: [probono@elon.edu](mailto:probono@elon.edu)

## **IV. Student Governance**

### **Student Bar Association**

The Student Bar Association (SBA) is the official representative government body of the students. All Elon Law students are automatically SBA members. The SBA seeks to benefit all members by furthering student interests and sponsoring both academic and social events. The SBA's Mission Statement states: "Our Mission is to create a forum for student leadership, community service, and social networking to support the University's goals of engaged learning, professionalism, and civic participation through open communication with Elon students, Elon faculty, and the community."

The Law School funds the SBA, which serves as the umbrella organization and funding source for other Law School student organizations and committees.

contact: [sba@elon.edu](mailto:sba@elon.edu)

### **Honor Council**

The Honor Council administers the procedures in the [Honor Code](#) and also interprets and applies the Honor Code.

contact: [lawhonorcouncil@elon.edu](mailto:lawhonorcouncil@elon.edu)

## **Other Student Organizations**

Elon Law's student body, with its wide variety of interests outside the classroom, has developed numerous student organizations. These organizations reflect students' social, political, service, and professional interests and enrich students' educational experience with workshops, panels, concerts, networking, and conferences throughout the academic year. Through involvement with student organizations, students find connections to further their career and personal goals. A complete list of [current student organizations](#) is available on the Law School's website.

Any student interested in starting a new organization should contact an SBA representative to learn more about the approval process.

## **V. Financial Information**

### **Tuition**

The [tuition](#) for each entering class is available on the Law School's website. There is no part-time tuition available at Elon Law. All scholarships (academic, donor, or service) and Law School grants are for full-time enrollment. A reduction in course load below the minimum required for full-time status results in the loss of awarded scholarships and ineligibility for other financial aid.

Students may view their accounts and make payments through the Bursar's Office [e-billing system](#). Payments may also be submitted to the Bursar's Office at P.O. Box 398, Elon, NC 27244. All charges are due as billed. Students unable to pay the entire bill at that time must make alternative arrangements with the Bursar's Office.

### **Indirect Expenses**

Indirect expenses are those not actually charged by Elon Law, such as textbooks and living expenses (housing, food, etc.). An [estimate of indirect expenses](#) for Elon Law students is available on the Law School's website. The amount a student spends on these indirect expenses is within the student's control. The numbers shown online represent the maximum amount a student may receive in financial aid for indirect costs while a student.

### **Financial Aid/Financial Planning**

Students may receive financial assistance in the form of scholarships, grants, loans, or employment.

The Office of Financial Planning on the Elon University main campus holds weekly office hours at the Law School. This office assists students in obtaining funds to meet their educational costs and living expenses while in law school. Many students borrow funds to finance their legal education. To be eligible for Unsubsidized Federal Stafford Loans, applicants must complete the Free Application for Federal Student Aid (FAFSA). Elon's federal school code is 002927. Law students may be eligible to borrow additional funds through the Federal GradPlus loan program. A student's FAFSA data must be received and processed by the federal processors by March 1st (preceding fall registration).



International students are eligible to receive scholarship awards from the Law School but are not eligible for federally sponsored financial aid. International students with an eligible co-borrower, however, may apply for alternative loans with private lenders.

Questions regarding financial aid should be directed to:

Lynette Lorenzetti, [Office of Financial Planning](#)  
[lorenzet@elon.edu](mailto:lorenzet@elon.edu) 336-278-7640

### **Scholarships & Fellowships**

Most [scholarships](#) awarded by the Law School are merit-based. Merit scholarships, which range from a few thousand dollars to full tuition, are awarded based on applicants' potential for outstanding contributions to the Law School, the legal profession, and society. Continuing first-year students may apply to increase their scholarship amounts after Spring trimester grades have been posted.

Students selected as Leadership, Business, or Advocacy Fellows receive additional scholarship awards for the academic year, as well as awards covering the tuition cost and a portion of living expenses for a summer externship experience (these summer awards may not be used in other academic terms). A student's combined merit scholarships and Fellows awards may not exceed the cost of tuition.

Coverdell Fellowships are available for returning Peace Corps volunteers. These Fellowships provide scholarship awards in addition to the school's merit scholarship program.

### **Veterans Educational Benefits**

Veterans of the United States military may be eligible to receive additional educational assistance based on their military service. These benefits may include the Montgomery GI Bill, the Post-9/11 GI Bill, and the Yellow Ribbon Program. For information, students may contact the VA Certifying official at Elon University, Courtney Smith, [csmith27@elon.edu](mailto:csmith27@elon.edu), 336-278-7640, or Lynette Lorenzetti, [lorenzet@elon.edu](mailto:lorenzet@elon.edu), 336-278-7640

### **Employment Programs**

#### *Research Assistants & Teaching Assistants*

Selected second and third-year students with excellent academic records may work as professors' Research Assistants or Teaching Assistants, paid on an hourly basis. Research Assistants work closely with faculty members engaged in significant legal research. Teaching Assistants provide professors with help in required courses and serve as peer educators.

#### *Outside Employment*

The Law School requires students to devote most of their working hours to the study of law. An upper-level, full-time student may not have paid employment of more than 20 hours per week while attending law school. Entering students may not accept any outside employment during their first year, except as approved Law Library student workers in the Spring trimester.

Second and third-year students can benefit from employment as law clerks, in terms of their finances, adding practical experience to their legal education, and strengthening their resumes for future employment. Full-time students must limit their outside employment, however, in accordance with the restrictions on page 9 above.

The Office of Career and Student Development provides individual career counseling, networking, job search advice, and other career coaching for students and alumni. Students are required to meet with the OCSD at least once per year and to attend relevant lunchtime career panels and lunch-and-learn events.

## **VI. Academic Programs & Policies**

### **Curriculum**

In the 2014-2015 academic year, the Law School adopted an innovative curriculum that became effective with the graduating Class of December 2017. The Law School's course of study shifted from a traditional 6-semester, 3-year program to a 7-trimester, 2.5-year program, with an August Term for first-year students only. The academic year comprises a 12-week Fall trimester, a 10-week Winter trimester, and a 10-week Spring trimester. The Learning Objectives for Elon Law's curriculum can be found [here](#).

The Law School's academic program is enhanced by the proximity to Greensboro's legal and judicial offices and through the program's close relationship with the North Carolina Business Court. Instruction takes place in a technology-enriched environment and is complemented with frequent interactions with local professionals.

### **General Juris Doctor (J.D.) Graduation Requirements**

The Law School requires 86 credit hours for graduation. Students must pass all required courses to graduate. At least 64 of the 86 credit hours required for graduation must be earned by attendance in courses with regularly-scheduled Law School class sessions.<sup>1</sup> Courses with "regularly-scheduled Law School class sessions" are courses that meet in law school classrooms on a regular basis, clinic courses, and approved foreign study-abroad courses. Courses and programs that do not qualify as courses with "regularly scheduled Law School class sessions" include the Residency course, externship courses, Moot Court, trial competitions, Law Review and other law journals, the Independent Study course, and directed research programs, or courses taken in parts of the University outside the Law School for which credit toward the J.D. degree is granted.

The Law School requires all students to be enrolled as full-time students, taking a minimum of 10 credit hours each trimester, with a maximum of 14 credit hours per trimester. The Law School does not have a part-time program, and Elon Law students cannot be enrolled for fewer than 10 credit hours each trimester. The academic year consists of more than 140 days on which classes are

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<sup>1</sup> If approved by the Associate Dean for Academic Affairs, these 64 hours may include coursework at another law school for which a student receives credit toward the J.D. degree by the Law School.

regularly scheduled. The academic year is approximately ten months long, comprising an August Term (1Ls only), Fall trimester, Winter trimester, and Spring trimester.

Each student must also fulfill a Communications Requirement after the first year to further develop communication skills and receive interim feedback on those skills. Student may fulfill the Communications Requirement by completing a law review note, competing on a Moot Court or Mock Trial team, completing a Leadership Fellow Capstone Project, or completing a course designated by the Associate Dean for Academic Affairs as a “Communications Course.”

In addition, each student must fulfill the Upper Level Writing Requirement. The Associate Dean for Academic Affairs designates which courses fulfill this requirement. A student may not use the same course to fulfill the Communications Requirement and the Upper Level Writing Requirement.

Each student is also encouraged to complete a Bridge to Practice Course after the student’s residency. The Bridge Course may involve an extended simulation, a field component, or a live-client experience in the relevant practice area and could involve other educational approaches at the professor’s discretion. Bridge courses allow students to: (1) exercise professional judgment, (2) evaluate legal strategies, (3) build on and apply legal knowledge from other courses to novel factual situations, (4) synthesize legal knowledge from across doctrinal areas, and (5) practice advanced oral and written communication skills. The Associate Dean for Academic Affairs designates which courses count as Bridge to Practice Courses.

Finally, every student must take Bar Exam Foundations, a 2-credit course, in the 3L Fall trimester.

To graduate from Elon Law, students generally must be enrolled as full-time students in residence for a minimum of seven trimesters.<sup>2</sup> Except in extraordinary circumstances, the J.D. degree must be completed no later than 84 months after a student has commenced law study at the Law School or a law school from which the Elon Law has accepted transfer credit.

A cumulative grade point average (GPA) of 2.250 or higher is required for graduation. GPAs are not rounded up.

### **The First Year**

The required first-year program consists of 40 credit hours. The first-year class at the Law School is divided into six sections of approximately 25 students. Other than small break-out groups for the Lawyering, Leadership & Professionalism (LLP) course and the Criminal Law Lab, first-year courses are taught by full-time faculty.

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<sup>2</sup> The Law School’s residency requirement excludes August Term and Summer Sessions. Students who transfer to Elon Law after their first year at another law school are deemed to satisfy this requirement upon completion of four trimesters at Elon Law. An Elon Law student who visits another law school with the approval of the Associate Dean for Academic Affairs shall also be deemed to be “in residence” for that visit term.

<b>First-Year Curriculum</b>	
<b>term/trimester</b>	<b>credits</b>
<b>August Term</b>	
Introduction to Legal Studies (ILS)	2
Lawyering, Leadership & Professionalism (LLP)	1
<b>total credits for August Term</b>	<b>3</b>
<b>Fall trimester</b>	
Torts	5
Civil Procedure	5
Legal Method & Communication (LMC)	2
Legal Research	1
<b>total credits for Fall trimester</b>	<b>13</b>
<b>Winter trimester</b>	
Contracts	5
Criminal Law	3
Criminal Law Lab	1
Legal Method & Communication (LMC)	2
<b>total credits for Winter trimester</b>	<b>11</b>
<b>Spring trimester</b>	
Lawyering, Leadership & Professionalism (LLP)	1
Property	5
Business Associations or Evidence	4
Legal Method & Communication (LMC)	2
Introduction to Legal Studies (ILS)	1
<b>total credits for Spring trimester</b>	<b>13</b>
<b>total credits for first-year courses</b>	<b>40</b>

*\*One credit for LLP and two credits for ILS are awarded at the end of the August Term, and one additional credit for each is awarded at the end of the Spring trimester.*

For the Spring trimester, first-year students choose whether to take Business Associations or Evidence, though those courses are subject to enrollment caps.

### **The Second Year**

The second year combines required courses, elective courses, and experiential learning through the Residency-in-Practice requirement. All second-year students are required to take either Business Associations or Evidence during the Fall trimester, and Professional Responsibility before the Winter trimester.

During either the Winter or Spring trimester of the second year, students must complete a Residency-in-Practice, along with an accompanying course. Residency-in-Practice placements may include a position in a judge's chambers, a non-profit legal organization (such as Legal Aid), a government agency, a corporate counsel office, or a private law firm. In the Residency-in-Practice, students work 32 or 36 hours per week for 10 weeks for 7 or 8 academic credits, while taking an accompanying course at the Law School (either in person or via distance learning, depending on the proximity of the student's Residency-in-Practice placement).

The student must take at least one designated Communications course during the 2L or 3L year. And the student must take a different course designated as an Upper Level Writing Requirement course during the 2L or 3L year.

The chart below shows a sample second-year schedule, though a student's actual second-year schedule may differ substantially, as the Residency-in-Practice may be taken in either the Winter or Spring trimester, and Business Associations and Evidence may be taken in either the 2L Fall trimester or the 1L Spring trimester.

<b>Sample Second-Year Schedule</b>	
<b>term/trimester</b>	<b>credits</b>
<b>Fall trimester</b>	
Business Associations <i>or</i> Evidence	4
Constitutional Law I	2
Professional Responsibility (PR)	2
elective courses*	2-6
<b>total credits for Fall trimester</b>	<b>10-14</b>
<b>Winter trimester</b>	
Residency-in-Practice	7-8
elective course	2-3
<b>total credits for Winter trimester</b>	<b>10</b>
<b>Spring trimester</b>	
Constitutional Law II**	3
elective courses	7-11
<b>total credits for Spring trimester</b>	<b>10-14</b>
<b>total credits for second-year courses</b>	<b>30-39</b>

\* Students must complete the Communications Requirement during either the 2L or 3L year, either through a designated communications courses or designated activities like Moot Court Board or Mock Trial Team.

\*\*Second-year students take Constitutional Law II in the trimester they are not in Residency.

## The Final Trimester

The final trimester under the Law School's curriculum prepares students to pass the bar examination and to transition to law practice. Students take the Law School's Bar Foundation course, reviewing core bar-tested subjects, the 3L Fall trimester.

Third-year students are also encouraged to take a "Bridge-to-Practice" course, selected from a list of designated courses, to transition from the study of law to the practice of law, through simulations and other practice-focused teaching techniques.

The chart below shows a typical final-trimester schedule for students:

<b>Sample Final Trimester Schedule</b>	
<b>Fall trimester</b>	<b>credits</b>
Bar Foundations	2
Bridge-to-Practice course (recommended)	2-3
elective courses*	6-9
<b>Total Credits for Fall Trimester</b>	<b>10-14</b>
<hr/>	
<b>Total Credits for Third-Year Courses</b>	<b>10-14</b>

## Upper Level Writing Requirement

The Upper Level Writing Requirement must be completed by all law students during their second or third year as a graduation requirement. The goals of the Upper Level Writing Requirement are to:

- further develop students' basic writing and research skills;
- provide students with an opportunity to analyze, synthesize, and organize a substantial body of knowledge; and
- provide students with an opportunity for in-depth engagement in a narrow legal subject area.

A student satisfies the Upper Level Writing Requirement by completing one or more written projects requiring rigorous intellectual effort. Projects must be completed under the active and regular supervision of a faculty member who provides instruction, guidance, and feedback on the student's work, and who is available for individual meetings to discuss the student's progress toward successful completion of the Upper Level Writing Requirement.

The requirement can be met by writing, among other things, a scholarly paper, a law review note or comment, legal briefs or memoranda, or other legal documents. Generally, the length of the documents drafted to complete this requirement should be at least twenty (20) pages of text in the aggregate, but the professor supervising completion of the project or projects has the discretion to determine the required length.

The courses that may be used to satisfy the Upper Level Writing Requirement are noted in the registration materials sent to students each term. In addition, a student may satisfy the Upper Level Writing Requirement through an Independent Study course for credit, as approved in advance by the Associate Dean for Academic Affairs.

An Intent Form must be submitted to the Law School Registrar within one week of the first day of the term in which the student intends to complete the requirement. To receive credit for satisfactorily completing the Upper-Level Writing Requirement, the student must submit a Completion Form, signed by the faculty member supervising the Requirement, which certifies that the Requirement has been satisfactorily completed.

### **Academic Regulations & Procedures**

The term “GPA” means the student’s grade point average as recorded on the student’s transcript, which can be seen in OnTrack. For application of the Law School’s academic rules and policies, GPAs are not rounded up.

#### *Changes in Class Schedule*

The Law School reserves the right to cancel or discontinue any course because of insufficient enrollment or for any other reason. To assure quality instruction, the Law School reserves the right to close registration when the maximum enrollment has been reached and to make changes in the schedule and/or faculty when necessary. Notice is given to enrolled students as changes are made in the law program.

#### *Credit Hours for Coursework*

All courses at the Law School must assign an appropriate amount of both instructional and out-of-class student work for students to earn academic credit. For determining those amounts, see the “Policy on Determining Credit Hours for Coursework” attached at the end of this Handbook.

#### *Dropping Courses/Withdrawal*

Students may not withdraw from a required course. For elective courses (other than externships, clinical courses, other courses where students commit to parties outside the Law School, or courses where withdrawal may adversely affect the education of other students), the Law School provides a drop/add period at the beginning of every trimester. The drop/add period typically lasts for the first week of the trimester. A specific deadline for the drop/add period is included in the registration materials sent to students. After the drop/add period closes, a student may officially withdraw from an elective course with a grade of W (withdraw without penalty) until halfway through the term, as specified in the governing Law School Academic Calendar. Dropping a course after the halfway period results in a failing grade in the course.

A student who withdraws from the University for any reason (except for an approved leave of absence) receives a grade of W if the withdrawal is before the designated half-term date.

The Law School requires all students to be enrolled as full-time students, maintaining at least 10 credit hours each trimester. Each student is responsible for any changes in their course registration

and for maintaining their status as a student via full-time enrollment of at least 10 credit hours per trimester. Registering for fewer than 10 credit hours in a trimester will cause a student to no longer be enrolled in the Law School and will cause a loss of financial aid, scholarships, veteran's educational benefits, international student visas, and other benefits.

### *Taking Final Examinations*

In many courses, students are evaluated by an examination at the end of the course. Faculty may use other types of assessments as additional or alternative bases for evaluating student achievement. Exam times and room assignments are distributed by the Registrar.

### *Anonymous Grading*

Law School exams are anonymous, and self-identification of any kind is not permitted. Students are not to put their name, class level, or personal comments (which could be used to identify a student) anywhere on exam materials. Instead, students are given an exam identification number each term by the Registrar's Office. Faculty grade examinations anonymously, referring only to the exam identification number.

Students receive new exam identification numbers during each exam period. Students should memorize or bring this number to each exam. Numbers are not given out over the phone or to a third party.

### *Examination Accommodations*

See Section I of this Handbook for information about requesting accommodations, including examination accommodations, based on disability.

### *Rescheduling a Final Examination*

Students are required to take all their exams at the times scheduled unless the Director of Academic and Administrative Services grants approval to reschedule an exam. A student may request that a scheduled exam be rescheduled when the student has two exams within a 24-hour period. The student has the burden of seeking approval to reschedule an exam, and exams are not rescheduled unless a student seeks such approval. To protect anonymity, students should not contact their professors or their faculty assistants if they need to reschedule a final exam.

The Director of Academic and Administrative Services determines whether an exam can be rescheduled and when a rescheduled exam is administered. Exams qualifying for rescheduling due to multiple exams within a 24-hour period generally are rescheduled for the individual student's next available exam slot that does not create a new conflict under this rule. Rescheduled examinations generally are scheduled to take place after the regularly scheduled examination time slot.

All requests for rescheduled examinations based on a scheduling conflict must be in writing on the official [form](#) and presented along with any supporting documentation to the Director of Academic and Administrative Services. All such requests must be made at least fourteen (14) calendar days before the beginning of the examination period.



An illness or death in the family, illness of the student, or other compelling circumstances may also warrant a change in exam scheduling. If an emergency prevents exam attendance, the student should immediately notify the Director of Academic and Administrative Services.

Students should plan to be available to take exams on each day of the final exam period described in the Academic Calendar. Students should not make travel plans or reservations based on preliminary draft exam schedules and should wait until a finalized exam schedule is published before making those plans and reservations. Exams are not rescheduled due to vacation travel plans or reservations.

*Failure to Take a Final Examination*

If an exam is not taken, the student receives a grade of F for the exam and may fail the course for the trimester.

*Grading Scale*

Student work is graded in most courses using this letter and number grading scale:

<b>Letter Grade</b>	<b>Grade Point</b>
A+	4.33
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
D-	0.67
F	0.00

*First-Year Courses, Business Associations, & Evidence*

All first-year courses and second year Business Associations and Evidence courses are subject to a mandatory grade distribution as follows:

- At least 15% of the class must receive a grade of 3.33 (B+) or above, with the professor having the discretion to award no more than 3% of the class a grade of 4.33 (A+).
- At least 15% of the class must receive a grade of 1.67 (C-) or below, with an additional 5% of the class receiving a grade of 1.33 (D+) or below.
- The median grade for the class must be a 2.67 or 3.00.

In exceptional circumstances, the Associate Dean for Academic Affairs has the discretion to waive compliance by a faculty member with the requirements of the mandatory curve.

The courses subject to the mandatory curve are Torts, Civil Procedure, LMC I, LMC II, LMC III, Legal Research, Contracts, Criminal Law, Property, Business Associations, and Evidence (regardless of whether the latter two courses are taken during the 1L Spring trimester or the 2L Fall trimester).

Students who withdraw from the Law School after the ABA annual enrollment reporting date in October are included in the bottom of the first-year mandatory grade distribution. The mandatory grade distribution for Business Associations and Evidence, if taken in the 2L Fall trimester, factors in both (1) the withdrawn students as described immediately above and (2) students who were excluded after the 1L Spring trimester.

#### *Upper-Level Courses Other than Business Associations & Evidence*

Upper-level courses other than Business Associations and Evidence are not subject to a mandatory grade distribution (even if required for certain students) but are subject to a mandatory mean from 3.00 to 3.33. This mandatory mean is not to be applied in any course assessed on a pass/fail basis. In exceptional circumstances, the Associate Dean for Academic Affairs has the discretion to waive compliance by a faculty member with the requirements of the mandatory mean for upper-level courses.

#### *Other Grading Information*

Certain courses in the curriculum may be graded on a pass/fail basis. Students in a pass/fail course may receive one of the following:

- HP – High Pass, the student performed with distinction in the course
- P – Pass, the student satisfied course requirements at an expected level of performance
- LP – Low Pass, the student satisfied course requirements but below the expected level of performance
- F – Fail, the student failed to satisfy course requirements

Assuming a student receives an HP, P, or LP in a pass/fail course, the student receives credits for the course but does not receive any quality points, and the course does not factor into the student's grade point average. A student who receives an F in a pass/fail course does not receive credits for the course and the failure is included in the calculation of the student's grade point average.

In addition to the other grades discussed above, students may receive a grade of Incomplete (I). An I grade for incomplete work must be removed within thirty (30) calendar days from the date the I grade was posted. Unless an I grade is removed by the date designated, or the date is extended by the Dean or Associate Dean for Academic Affairs, the I grade automatically changes to a grade of F.

A student with an approved leave of absence may receive a grade of WD. A leave of absence requires documentation of a condition impacting the student's ability to complete coursework and any exam in the course.

Generally, a student's grade point average is computed by dividing the total quality points on work attempted at Elon Law by the number of hours attempted, except for pass/fail courses in which the

student passed and courses with grades of I (Incomplete), WD (approved leave of absence), or W (withdrawal).

### *Elon Law Faculty Policy on Submission of Course Grades*

To offer students prompt feedback on their course performance, to facilitate student exam review, and to assist in decisions regarding continuing enrollment at the Law School, each member of the faculty shall submit course grades to the registrar promptly after the end of each trimester and, in any event, by no later than the close of business on the date that is:

- in a course in which there is a final exam, 14 calendar days after the faculty member's receipt of all the exams for the course;
- in a Legal Method & Communication course, 14 calendar days after the last day of the trimester; and
- in all other courses, 14 calendar days after the earlier of (i) the last day of the exam period for the trimester or (ii) the day on which the faculty member receives from all students in the course their final work product for the course.

In all three cases set out above, the 14-day period begins to run the day after the receipt of exams, end of term, or receipt of final work product. Grades are due by 5:00 p.m. on the 14<sup>th</sup> day.

Once received by the Registrar, all grades are posted through the University's OnTrack system. Students can review their current and past grades through the OnTrack system. Grades for first-year students are not available until grades for at least two of three or three of four first-year courses in a trimester have been received by the Registrar's Office.

### *Feedback on Grades*

All students are encouraged to review their exams with faculty members after grades have been posted. While exams are not allowed to leave the building, students have access to their exam to facilitate a productive meeting with their professor. Generally, items may not be copied, and in no instance may an exam be copied without the permission of the professor. Each faculty member may have individual policies regarding setting an appointment to discuss an exam. Students should review the class syllabus for more information.

It is mandatory for students who earn a final course grade below 2.33 (C+) in any required course, as soon as reasonably practical during the following academic term, to review their coursework, complete a guided self-assessment of the final exam or paper, and meet with the course professor to discuss it.

### *Change of Grades*

After a faculty member has submitted a grade to the Registrar, a faculty member may change the grade only if it was incorrect due to mathematical, administrative, or other mechanical error. If a faculty member discovers a mathematical, administrative, or other mechanical error in one student's grade, then discovers the same error was also made in the grading of other students' papers, the

faculty member must change the grade of all the students affected by the error. A grade may not be changed as a result of a substantive reevaluation of a student's work or otherwise.

### *Academic Success*

The Law School provides comprehensive programming and courses dedicated to the academic success of all students through the Office of Academic Success (OAS). OAS helps all students enhance their academic skills and achieve their academic goals, with one-on-one meetings, workshops, courses, and academic resources. The academic success programming and courses described below may be required for some students and optional for others:

- Learning Excellence Applied Personally (LEAP). Offered in the first year of law school, the goal of LEAP is to improve organizational, analytical, writing, and study skills by introducing students to well-researched and time-tested techniques, practices, and strategies to overcome the academic challenges faced by first-year law students. LEAP focuses primarily on self-regulated learning through a coordinated system of group workshops conducted by OAS and other faculty members. In addition, students schedule one-on-one meetings with second year law students serving as Academic Fellows.
- Mastering Legal Analysis (MLA). MLA is a course offered to second and third-year students to improve their ability to deconstruct legal rules, to explain and evaluate the significance of facts, to thoroughly support conclusions of law, and to effectively organize content. These skills are critical in applying law to the hypothetical questions typical of both law school and bar exams. The hands-on learning methods of the course include in-class analytical work in both individual and group settings. The course concludes with a medium-length professional writing assignment.

The Office of Academic Success also assists with preparation for the bar exam in a variety of ways, beginning in the first year of law school. Guidance in selecting a jurisdiction and applying for admission to practice is provided beginning the second year of law school. The required Bar Exam Foundations course is offered to third year students for academic credit in their last trimester. Post-graduation bar study assistance also is available.

### **Academic Standards**

The term "GPA" means the student's grade point average as recorded on the student's transcript, which can be seen in OnTrack. For application of the Law School's academic rules and policies, GPAs are not rounded up.

### *Cumulative GPA below 2.670*

To assist students in achieving their educational goals, those with cumulative GPAs below 2.670 are subject to the requirements and restrictions below.

A first-year student with a cumulative GPA below 2.670 at the end of the Fall or Winter trimester must participate in the Law School's Learning Excellence Applied Personally (LEAP) Program during the following term, and the student's satisfactory participation in the LEAP Program is a

requirement to graduate. Students required to participate in LEAP who do not attend the required number of sessions are required to participate in the OAS 2L programming.

In addition to participating in LEAP, a student with a cumulative GPA below 2.670 at the end of the Winter or Spring trimester, must:

- obtain prior approval from the Associate Dean for Academic Affairs, in consultation with OAS, to run for and hold office in any student organization;
- have any request to study abroad approved by the Associate Dean for Academic Affairs, in consultation with OAS, before registration; and
- have all requests to engage in paid employment during the academic year reviewed and approved by the Assistant Dean of Career and Student Development, in consultation with OAS.

A student with a cumulative GPA below 2.670 at the end of the Spring trimester of the student's first year must successfully complete:

- MLA during the fall term of the student's second year, and
- Commercial Law: Secured Transactions; Criminal Procedure; and either Family Law or Wills and Trusts before graduation.

#### *Cumulative GPA below 2.250, Exclusion*

Students whose GPAs are below a 2.250 after the 1L Fall trimester and/or 1L Winter trimester are be counseled as soon as possible after grades are released with respect to the academic performance necessary at the end of the Spring 1L trimester to be eligible to continue study at the Law School.

Any student who falls below a cumulative GPA of 2.250 at the completion of the Spring trimester of the student's first year is excluded from continued matriculation at the Law School.

Second-year students must maintain at least a cumulative GPA of 2.250 at the completion of each trimester. Any student whose cumulative GPA falls below 2.250 at the completion of any second-year trimester is excluded from continued matriculation at the Law School.

In the case of readmitted students, the cumulative 1L GPA is calculated solely on a student's most recent Fall, Winter, and Spring trimesters and does not include any previous course grades that may exist. GPAs after the 1L year are calculated solely based on the student's grades upon readmission.

Notices of dismissal are sent by United States mail to the student's address on file with the Registrar and by electronic mail sent to the student's official Elon University student email account. Under these rules, the date of dismissal is the date the e-mail is sent.

All students are considered in good academic standing except those who have been academically dismissed per the policy described above.

### *Petitioning for Readmission*

Students who are academically excluded after the 1L Spring trimester or 2L Fall, Winter or Spring trimesters whose Law GPAs are below 2.250 but are at least 2.000 are eligible to petition for readmission to the Law School. Petitions are reviewed by the Law School's Academic Standards Committee or a sub-committee thereof appointed by the Dean of the Law School, subject to the following standards:

- Petitions are on-paper only and consist of a copy of the student's academic transcript and a statement concerning the extraordinary circumstance that led to the academic performance resulting in exclusion and its resolution or mitigation, including any documentation of the circumstances. A petitioning student has no right to personally appear before the Committee. The Committee does not receive any other information or evidence from the petitioning student.
- Petitions are only be granted when student has shown inconsistent academic performance during the first year that can be materially attributed to an extraordinary circumstance occurring during or near the academic trimester or trimesters and causing the student's GPA to fall below a 2.250. The student's petition should describe such circumstances and their resolution or mitigation. Consistently poor academic performance across the first year in almost all cases disqualifies the student from readmission.
- The Academic Standards Committee has the authority to place conditions on the student's readmission. Failure to comply with these conditions will result in the student's academic dismissal from the Law School.

Petitions are due five business days after a student's academic exclusion. There is no right of appeal of the Committee's decision.

A student who fails to have a cumulative GPA of at least 2.250 at the completion of the final trimester shall not be permitted to graduate. The Associate Dean for Academic Affairs, however, shall have the discretion to allow the student to continue taking courses to raise the student's cumulative GPA to at least 2.250 and thereby qualify for graduation.

An administratively dismissed student, including a student whose petition for readmission is not granted, may reapply for admission to the Law School after one academic year.

### *Upper-Level Students*

Federal regulations governing student financial assistance programs stipulate that to continue to be eligible for funds, students must maintain satisfactory academic progress toward a degree. To maintain satisfactory academic progress at the Law School, students must be making measurable academic progress, as measured by a minimum GPA and successful completion of a minimum number of credit hours for which the student enrolls. This latter requirement is intended to ensure the student is earning academic credits at a rate leading to graduation in a timely manner.

- Law students are required to maintain a cumulative GPA of at least 2.250 on all course work at the end of each term after the first year.
- Law students are required to complete and receive academic credit for a minimum of 67% of all credit hours attempted per term. “Complete and receive academic credit” for a course means receiving a passing grade. Courses repeated for any reason, including for approved leaves of absence granted for previous terms, are counted as attempted credit hours.
- Law students cannot repeat a course in which they received a passing grade, with the exception of courses repeated due to a leave of absence or readmission. In addition, a transfer student with a grade below C at their previous law school in a course that Elon Law School requires for graduation must repeat that course.

Any student who does not comply with these requirements will lose eligibility for federal financial aid and/or be academically excluded from the Law School by the Associate Dean for Academic Affairs. Merit-based scholarships and other institutional awards may be subject to other measures of satisfactory academic progress.

An administratively dismissed student, including a student whose petition for readmission is not granted, may re-apply for admission to the Law School after one academic year.

#### *Effect of Exclusion on Post-Exclusion Enrollment*

A student taking a summer course at the Law School, who is notified during the course that they have been academically excluded, may choose to complete the course for credit or may withdraw from the course. If a student is registered for a summer course that has not yet started when they are academically dismissed, the student automatically is withdrawn from the course.

If an academically excluded student withdraws from a summer course after the drop-add period is over, no refund for tuition is available. A student taking a summer study abroad course through the Law School or a summer course through another law school (domestically or abroad), who is notified during the course that they have been academically excluded from the Law School, is not eligible to receive a refund.

In addition, an academically excluded student, who is eligible under the Law School’s rules to petition for readmission and has submitted a petition for readmission, is not eligible to begin any new course at the Law School, another law school, or a law school summer abroad program, until they know the result of their petition. During the pendency of the petition, the student is academically dismissed and has no academic standing at the Law School (beyond that discussed above allowing completion of an in-progress summer school course).

#### *Effect of Exclusion on Tuition*

A student who is academically excluded may be eligible for a partial tuition refund in accordance with the University’s tuition refund schedule. Eligibility for a tuition refund is effective as of the date

of the academic dismissal, according to the tuition refund schedule in effect at the time. Eligibility for a refund is not applicable to summer school tuition, as noted in the preceding section.

### *Return of Law School Property*

Upon notification of academic exclusion from the Law School, a student must return:

- student locker key
- Phoenix card
- parking passes
- any library materials in the student's possession
- any other property issued by the University to the student

Law school property should be returned to the Director of Academic & Administrative Services or a staff member in the Office of Career & Student Development. Failure to return Law School property in good condition may result in repair or replacement charges to the departing student.

### *Return of Student Property*

When a student departs the Law School, any student personal property must be removed from the Law School within ten (10) days of the effective date of departure. After the 10-day period, the property is considered abandoned by the student and disposed of by the Law School. Students should contact the Director of Academic & Administrative Services to arrange to retrieve their property.

### **Courses Taken Elsewhere**

The rules in this section apply to students permitted by the Law School to take courses at another law school or at another school or department within the University. Candidates for the J.D. degree are generally required to complete at least four full-time trimesters in residence at the Law School and receive at least 56 credits toward the J.D. degree at the Law School.<sup>3</sup>

Students may receive credit for work at another law school only upon the receipt of an official transcript from the other school. The Law School does not request the transcript; the student has the responsibility to do so.

No credit toward the Elon J.D. degree is given for any course taken at another law school, including as part of a study abroad program hosted by another school, or another school or department within the University, in which the grade received is less than a C. No quality points are awarded for grades for any course taken at another law school or another school or department within the University; credits for any course taken outside the Law School, if applicable toward the Elon J.D. degree, applies on a pass/fail basis. If a student takes a course outside the Law School in their final term and fails to earn a C or higher, no credits is granted toward the J.D. degree for that course. In such situations, a student may fall short of the 86 credits required to graduate. The Law School reserves

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<sup>3</sup>August Terms do not count toward the residency requirement; the trimester in which a student takes the Residency-in-Practice course does count.



the right to require a grade higher than a C for courses taken elsewhere if the particular circumstances warrant.

### *Courses Elon Law Students Take outside the Law School*

In limited circumstances, the Law School permits students to receive credit toward the J.D. requirements for courses taken at another law school or at another school or department within the University. In all cases, students must obtain advance permission from the Associate Dean for Academic Affairs if the student wishes to receive credit toward the J.D. degree for courses taken outside the Law School. Without advance permission, no credit is granted toward the J.D. requirements. Permission is not granted retroactively. Students may take courses at foreign institutions and receive credit for those courses only if the foreign school complies with the [ABA Criteria for Accepting Credit for Student Study at a Foreign Institution](#).

### *Summer Sessions at Other Law Schools*

Generally, a student may receive a maximum of six credits toward the J.D. requirements for courses taken during the summer at another ABA accredited law school or a total of twelve credits taken over two summers. A request to receive credit toward the J.D. degree for courses taken during the summer school of another accredited law school must be submitted to the Associate Dean for Academic Affairs before taking those courses.

The Associate Dean for Academic Affairs determines whether a particular summer school course or courses at another law school can be used to satisfy specific Elon Law J.D. course requirements. As previously stated, any student with a GPA below 2.670 must have summer abroad course registration approved by the Associate Dean for Academic Affairs.

### *Visiting Status during a Regular Academic Term*

If a student has a strong academic record and presents a compelling educational reason involving rigorous curricular offerings not available at the Law School, the Associate Dean for Academic Affairs may permit the student to attend another ABA-accredited law school for one regular academic term as a visiting student, while still receiving the J.D. degree from the Law School (assuming satisfactory completion of all J.D. degree requirements). The Associate Dean for Academic Affairs may, in rare circumstances, consider a petition to visit another law school based on extraordinary compelling personal circumstances that make such a visit necessary.

Petitions for permission to visit another law school must be submitted to the Associate Dean for Academic Affairs before attending the other law school. Students submitting such petitions must:

- demonstrate compelling reasons to attend the other law school, and
- have a cumulative GPA of 2.250 or above immediately before attending the other law school.

Students who are granted permission to visit another law school must complete their last term at Elon Law, except in extraordinary circumstances. If permission is granted for a student to visit another accredited law school, the term of the visit is deemed to satisfy the seven trimester “in residence” requirement above.

## **Student Practice Certificate**

Certification under the Student Practice Rule allows Elon Law students to gain practical experience, including appearing in court, under the supervision of a licensed North Carolina attorney.

Information and the form for seeking certification in North Carolina are available through the Office of Career and Student Development (OCSD).

Students who have successfully completed Professional Responsibility and Evidence (for students seeking enrollment in the Small Business & Entrepreneurship Clinic (SBEC), Professional Responsibility and Business Associations) and are in good academic standing are eligible for student practice certification, via the North Carolina Bar's [issuing procedure](#). It is the student's responsibility to ensure that completion of Professional Responsibility and Evidence/Business Associations has been verified by the Office of the Registrar. Students interested in the SBEC should inquire further with the SBEC Director about course prerequisites before enrolling in the SBEC.

Certification allows students to represent indigent clients, the State in criminal prosecutions, a criminal defendant represented by the public defender, and government agencies, under the supervision of a licensed North Carolina attorney. Potential placements include government agencies and non-profits, such as Legal Aid, the Public Defender's Office, the District Attorney's Office, and the Attorney General's Office. Students working with private law firms are also eligible for certification, but their certification extends only to representation of non-paying indigent clients and pro bono representation by the firm. A student or supervising attorney with questions about the scope of the representation allowed under the certification should consult the rules and contact the North Carolina State Bar.

Students with placements in other states, either for academic credit or for an internship, are required to follow the rules of the jurisdiction in which they seek a practice certificate. Certification rules in other jurisdictions are published [here](#).

## **VII. Student Withdrawal from the Law School**

### **Withdrawal**

A student may withdraw voluntarily from the Law School before the start of the student's first examination in any term, provided formal written notice is given to the Registrar. Readmission following withdrawal is subject to the following conditions:

- (1) There is no right to automatic readmission.
- (2) A request for readmission is considered based on the admission standards prevailing at the time readmission is sought. The student must comply with any new admission requirements, even if the requirements differ from those existing at the time the student was originally admitted to the Law School. A request for readmission may be made by sending a letter to the Office of Admissions.

(3) If a student who has withdrawn is re-admitted, law school credits earned five or more years prior to the date of re-enrollment will not be recognized.

(4) A first-year student who withdraws before completing all the first-trimester requirements, if subsequently granted readmission, is required to re-enroll as a beginning first-year student. Otherwise, a withdrawing student normally resumes their studies at the point of their withdrawal.

(5) The exclusion, suspension, or withdrawal of a student with a pending conduct or Honor Code violation does not deprive Elon Law of jurisdiction. At its discretion, however, Elon Law may suspend action until a student who withdrew or was dismissed requests readmission or, in the case of suspension of a student, until the suspension is lifted. Unless the Dean provides otherwise, no student who withdraws or is dismissed while any action on the complaint is pending is eligible for consideration for readmission if the application for readmission is made more than one year after the effective date of the student's withdrawal or exclusion. If the application is timely, then the student would be eligible to be considered for readmission only after the complaint has proceeded to ultimate disposition through conduct and Honor Code procedures. If a student withdraws from the Law School while a matter is pending and then applies to another law school, that law school will be notified that the student withdrew leaving a disciplinary matter unresolved, and a letter of good standing will not be issued for that student.

(6) A student who withdraws because they are called or ordered to active duty for more than 30 consecutive days in the Armed Forces, including the National Guard or Reserve, may have special legal protections and [requirements for readmission](#).

### **Leave of Absence**

A student who has a documented medical or mental health condition that has affected their ability to complete course work and that would keep them from taking exams should consult the Office of Career and Student Development for an approved leave of absence, which will remove the student permanently (with grades of WD) from all classes. Students seeking a leave of absence must withdraw from all courses; they may not obtain a withdrawal from only selected courses. Students who take an approved leave of absence are not permitted to complete courses. A leave of absence must be processed before the last day of classes.

To apply for readmission after a leave of absence, a student must provide documentation to the Office of Career and Student Development, including a Clinical Treatment Provider Report Form completed and signed by the student's care provider. Students are generally not re-admitted to the Law School for the trimester immediately following the term for which they obtained a leave of absence. Students readmitted after a leave of absence generally resume their studies at the point in the academic calendar where they took the leave of absence. For example, a student taking a leave of absence during the Winter trimester of their first year and receiving a grade of WD for their courses in that Winter trimester would resume their studies in the Winter trimester of the next academic year, retaking the first-year courses in which they received the WD grade.

If a student taking a medical leave of absence has a GPA that would cause them to be academically dismissed from the law school, the student must wait a full year and re-apply for admission, as per the relevant rule for academically dismissed students.

A student who withdraws for an approved leave of absence must return all Law School property and remove their personal property as described above on page 55 above.

### **Tuition Refund**

No tuition or fee refunds are available for summer school or study abroad programs.

A first-year student who withdraws by the end of the first week of the August Term will receive a full refund of the tuition paid for that term. There are no refunds for August Term beyond this date.

A student who withdraws during a regular trimester will receive a refund on a pro-rated basis during the first six weeks of the trimester:

1 <sup>st</sup> week pro rata refund	90%
2 <sup>nd</sup> week pro rata refund	80%
3 <sup>rd</sup> week pro rata refund	60%
4 <sup>th</sup> week pro rata refund	40%
5 <sup>th</sup> week through 6 <sup>th</sup> week pro rata refund	25%
7 <sup>th</sup> week	no refund

For a student to be eligible for a refund upon withdrawal, the student must meet with the Director of Academic and Administrative Services regarding the student's intentions. The student must also check out with the Financial Planning and Bursar's Offices. The effective date of withdrawal is determined by the Law School, and any applicable refund is calculated as of the date of withdrawal.

Unpaid charges owed by the student are deducted from the calculated refund. The admissions deposit is non-refundable. Approved leaves of absence are handled on a case-by-case basis.

### **Transfer to Another Law School**

A student who wishes to apply for transfer to another law school is required to provide notice to the Office of the Registrar. A letter of good standing (if applicable) and an official copy of a transferring student's grades will be sent to the school into which the student seeks to transfer, following a written request made by the student.

## VIII. Honors, Prizes, & Awards

### Honors

Class rank and honors are determined by the cumulative grade point average (GPA). The Law School Registrar calculates class rank after all grades are received each Fall, Winter, and Spring trimester. GPAs are not rounded up.

Students who transfer to Elon University School of Law are not awarded a class rank until they complete three trimesters at Elon University School of Law. A transfer student's grades at other ABA-accredited law schools shall not be used to calculate a student's class rank and shall not serve as the basis for eligibility for any Law School awards or honors.

### Degree Honors

The degree of Juris Doctor is awarded with honors as follows:

#### *Summa Cum Laude*

Any student who graduates in the top 2% of the graduating class, including a transfer student, shall be designated as graduating *summa cum laude*. For example, a student who graduates ranked 2/105 is in the top 2% of the class ( $2/105 = 1.90\%$ ) and will receive the honor of *summa cum laude*. On the other hand, a student who graduates ranked 3/105 is in the top 3% of the class ( $3/105 = 2.86\%$ ) and will receive the honor of *magna cum laude*. In addition, any non-transfer student who would have graduated in the top 2% of the graduating class, but for a transfer student's graduating in the top 2%, shall be designated as graduating *summa cum laude*.

#### *Magna Cum Laude*

Any student who graduates between the top 3% and the top 7% of the graduating class, including a transfer student, shall be designated as graduating *magna cum laude*. As explained above, a student graduating ranked 3/105 will receive the honor of *magna cum laude*, as that ranking puts the student in the top 3% of the class. A student graduating 7/105 ( $=6.67\%$ ; top 7%) will also receive the honor of *magna cum laude*, whereas a student graduating ranked 8/105 ( $=7.62\%$ ; top 8%) will receive the honor of *cum laude*. In addition, any non-transfer student who would have graduated between the top 3% and the top 7% of the graduating class, but for a transfer student's graduating between the top 3% and the top 7%, shall be designated as graduating *magna cum laude*.

#### *Cum Laude*

Any student who graduates between the top 8% and the top 15% of the graduating class, including a transfer student, shall be designated as graduating *cum laude*. As an example, a student graduating ranked 8/105 will receive the honor of *cum laude* ( $8/105=7.62\%$ , which is top 8% of the class). Likewise, a student graduating ranked 15/105 will receive the honor of *cum laude* ( $15/105 = 14.28\%$ , which is top 15%), while a student graduating 16/105 will not ( $16/105=15.24\%$ , which is top 16%). In addition, any non-transfer student who would have graduated between the top 8% and the top 15% of the graduating class, but for a transfer student's graduating between the top 3% and the top 7%, shall be designated as graduating *cum laude*.

The award of honors is determined exclusively by the final cumulative grade point average (GPA). GPAs are not rounded up.

## **Dean's List**

After each trimester, the Dean publishes a Dean's List. To qualify for the Dean's List, a student must be a full-time student and earn a trimester grade point average in the top 15% of the class for courses taken during that trimester. Students do not receive Dean's List recognition for the trimester that they are in the Residency course.

## **Awards Given by the Faculty & Administration**

### *Gergen Leadership Award*

Each year the members of the faculty at Elon Law select for recognition an individual from the graduating class whose activities represent the twin principles of leadership and professionalism. This award is named in honor of David Gergen, whose professional life and contributions have embodied the highest levels of selfless leadership and service. Gergen has served as adviser to four United States presidents. He is the Founding Director of the Center for Public Leadership and Professor of Public Service at the Harvard Kennedy School, one of the country's preeminent political commentators, and Chair of Elon's Law School Advisory Board.

### *Distinguished Service Award*

In the Spring of 2012, the Law School Faculty created the Distinguished Service Award to recognize a graduating student for service to the Law School through engagement in and contributions to the life of the school and demonstrated commitment to its mission.

## **Additional Recognition/Awards**

### *North Carolina Advocates for Justice Student Advocacy Award*

This award recognizes a graduating student for demonstrated commitment to public service and excellence in trial or appellate advocacy skills.

### *ALI-CLE Award*

This award recognizes a graduate who best represents a combination of scholarship and leadership, the qualities embodied by the parent organization, the American Law Institute.

### *CLEA's Outstanding Student Award*

The Clinical Legal Education Association (CLEA) gives this award for excellence in representing clients; excellence in the student's course work, including exploring the legal, ethical, strategic, and pertinent issues raised in representing clients; and the student's overall contribution to the clinical community.

### *International Academy of Trial Lawyers Award*

This award recognizes a graduating student who demonstrates an overall ability in trial advocacy by high achievement in trial practice, evidence, and pleading and procedure courses.

### *Michael L. Rich Memorial Award for Excellence in Criminal Law*

The Michael L. Rich Memorial Award for Excellence in Criminal Law Studies was created in 2017 by the Elon Law faculty to honor the memory of Professor Mike Rich, the Maurice Jennings

Emerging Scholar and associate professor of law. This award recognizes excellence in study of criminal law, his main area of scholarship.

*National Association of Women Lawyers Recognition*

This award goes to the graduate who has shown academic achievement, motivation, tenacity, and drive, and who is likely in the future to contribute to the advancement of women in society.

*North Carolina Bar Association Pro Bono Recognition Awards*

This award from the North Carolina Bar Association recognizes those members of the graduating class who have provided at least 75 hours of *pro bono* legal service to the community.

*North Carolina State Bar Student Pro Bono Award*

This award recognizes the public service rendered by one law student at each North Carolina law school and is presented annually at the October meeting of the North Carolina State Bar.

*Order of Barristers*

The Law School established a chapter of this national organization in the spring of 2012. Per the organization's constitution, the Law School may select up to ten members for induction each year. Membership in this organization recognizes graduating law students who have excelled in Moot Court and Mock Trial activities.

## **IX. Graduation & Admission to the Bar**

In addition to the academic requirements included in this Handbook, all students must satisfy their financial obligations to the institution before receiving their diploma. This includes any library fines and any other outstanding charges from the University Bursar.

### **Commencement Ceremony**

To honor its graduates, the Law School conducts a Commencement Ceremony in December of each year. It may, at its discretion, also conduct other commencement ceremonies. In conjunction with the Ceremony, the Law School often hosts a reception for the graduates and their spouses, families, and friends.

Information regarding announcements, invitations, and other details of the time and place is available through the Office of Career and Student Development.

### **Admission to the Bar**

The student should make a timely inquiry concerning requirements for admission to the Bar, including character and fitness qualifications. Failure to follow proper procedure and to adhere to announced deadlines may result in considerable delay in approving an application for admission to the Bar. All credit and residence requirements must be completed (with a grade recorded or certification by the faculty member to the Registrar) before an applicant may sit for the Bar Examination.

Applications for admission to the North Carolina State Bar are available at the North Carolina Board of Law Examiners' website. (To ensure privacy, when using Law School computers to access the application, students should take care to save the application only to personal files.) Careful attention must be given to the completion of the application. Students should review their Law School application (available in the Registrar's Office) before completing their bar application, to ensure all character and fitness questions are complete and accurate. Students have an ongoing obligation to update and amend their Law School application to fully and accurately reflect any incidents or affirmative responses in the Character and Fitness section of the application. Forms for amending Law School applications are available in the OCSD office. Students should be aware that the Board of Law Examiners requests a copy of their law school application from the Law School, and the Board compares the character and fitness information provided in the student's Bar application with the information provided in the student's Law School application and any amendments filed with the Law School.

For more information on bar exam applications, exam components, and exam preparation, students should seek advice from the Office of Academic Success.

The Board of Law Examiners in the jurisdiction where graduates are sitting for the Bar requests certification information from the Law School for every student sitting for the exam. It is the responsibility of every third-year student to make sure all requirements have been met for certification.

All coursework must be completed by the end of the grading period to ensure the Dean can certify graduation and eligibility to the Bar. Students with grades of Incomplete (I) from previous trimesters should be aware their coursework is not considered completed until a grade has been recorded by the Office of the Registrar. Moreover, under no circumstances can the institution make certification of graduation unless all requirements have been completed by the deadline of the jurisdiction to which the student is applying.

Graduating students must take care to assure all graduation requirements have been met, *e.g.*, incomplete work resulting in a grade of Incomplete (I) has been finished and a grade recorded, and the Upper Level Writing Requirement has been satisfactorily completed by the end of the student's final term. Students completing requirements after the end of their final term cannot sit for the bar examination until the next administration by which they will have completed all graduation requirements.

### **ABA Requirement to Report Employment Status**

The ABA requires Elon Law to submit an accurate report of each graduate's employment status as of 15 months after their December graduation (the "snapshot" reporting date is March 15 of each year). Each Elon Law graduate is required to respond promptly to reasonable inquiries from the Law School to gather the necessary information to report to the ABA. Any graduate who does not respond to the Law School's inquiry, and whose employment status cannot otherwise be determined through secondary sources, is reported as "Employment Status Unknown."



## **X. Interpretation of Rules**

### **Waiver of Rules**

To seek a waiver of any rule, policy, or procedure in the Law School Student Handbook, to the extent those matters are subject to waiver, a student should submit a written petition to the Office of Career and Student Development. If the petition deals with a subject not within the purview of the Office of Career and Student Development, the petition is referred to the appropriate official, committee, or body for action. Any waiver of a rule, policy, or procedure in this Handbook is at the sole and exclusive discretion of the Law School.

### **Change of Rules**

The Law School reserves the right to change with immediate effect any rule, policy, or procedure in the Law School Academic Catalog or any other official document.

## Appendix A



### **Policy on Determining Credit Hours for Coursework**

*Approved by Curriculum Committee: December 6, 2018*

*Approved by Faculty: December 7, 2018*

#### ***Introduction***

The ABA requires that law schools “adopt, publish, and adhere to written policies and procedures for determining the credit hours that it awards for coursework.” ABA Std. 310(a). For traditional classroom courses, a “credit hour” is defined as an “amount of work that reasonably approximates . . . not less than one hour of classroom or direct faculty instruction and two hours of out-of-class student work per week for 15 weeks or the equivalent amount of work over a different amount of time.” ABA Std. 310(b)(1). For simulations, clinical courses, field placements, and other credit-bearing academic activities, a “credit hour” should require “at least an equivalent amount of work” as required by subsection (b)(1). ABA Std. 310(b)(2).

For Standard 310, ABA Interpretation 310-1 provides: (1) “50 minutes suffices for one hour of classroom or direct faculty instruction,” (2) an hour of out-of-class student work is 60 minutes, and (3) the 15-week period may include one week for a final exam. Standard 310 thus requires at least a total of 42.5 hours of instructional and out-of-class work per credit hour, which may include a final exam.<sup>4</sup>

Because the types of academic activities vary from course to course and teacher to teacher, this policy strives to provide clear guidance for students and faculty while also affording maximum flexibility to faculty, who are in the best position to determine the nature and amount out-of-class preparation time necessary for their students.

#### ***Guidelines for Minimum Required Instructional Time to Ensure Academic Rigor***

This chart only reflects the *minimum* number of instructional minutes that a course must meet during a term to comply with ABA standards. Individual professors can (and often do) schedule additional instructional time for their courses. As a matter of policy, the Academic Dean and Registrar generally add additional instructional minutes per class meeting beyond these minimums.

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<sup>4</sup>The 42.5 hour total is calculated as follows: 15 instructional hours of 50 minutes each + 30 student hours of 60 minutes each = 750 instructional minutes + 1800 student minutes = 2550 minutes. 2550 minutes = 42.5 hours.

1L Fall Term (12 wks.)		
Credits	Mins. per wk.	Mins. total
5	295	3500
4	235	2800
3	175	2100
2	120	1400
1	60	700
Upper-Level Fall Term (11 wks.) <sup>5</sup>		
Credits	Mins. per wk.	Mins. total
5	320	3500
4	255	2800
3	210	2100
2	191	1400
1	65	700

1L & Upper-Level Winter & Spring Terms (10 wks.)		
Credits	Mins. per wk.	Mins. total
5	350	3500
4	280	2800
3	210	2100
2	140	1400
1	70	700

### ***Calculating Out-of-Class Student Workload<sup>6</sup>***

1. As a general rule, assigning an average of 15 pages of reading per credit per week in any course presumptively satisfies the Standard 310 requirement for out-of-class student work. While this stated average is presumed to meet this rule, faculty may assign less than the minimum when, in their professional judgment, the assigned cases, problems, statutes, or other material is complex and they expect that the amount of time it will take students to complete the assignment will meet the rule.

2. As a general rule, assigning a writing project in any course is presumed to require a student to devote the following amount of out-of-class time per double-spaced page, depending on the type of document assigned and the level of work required:

- Reflection requiring little planning; 1 revision 1 hr./pg.
- Argument requiring planning & critical analysis; 1 revision 2 hrs./pg.
- Research-paper requiring research, planning, critical analysis; 1 revision 4 hrs./pg.

Faculty have discretion to assign writing projects of any length and complexity, so long as students can reasonably be expected to complete the projects during their out-of-class work time. Faculty may adjust these estimates to reflect the specific requirements of the assignment (e.g., requiring no revisions or multiple revisions, or allowing students to work in teams).

<sup>5</sup>In Fall 2018, the Upper-Level Fall Term was 11 weeks long.

<sup>6</sup>See Rice Center for Teaching Excellence, *How Much Should We Assign? Estimating Out of Class Workload*, available at <http://cte.rice.edu/blogarchive/2016/07/11/workload>.

3. In planning student assignments to comply with these requirements, course instructors may consider the level of experience of the students and the difficulty of the subject matter.
4. The amount of out-of-class work may vary from week to week, so long as the total amount of student work for the term meets the minimum requirement.

### ***Implementation***

- (1) For courses assessed primarily by examination: Each hour of in-class instructional time must also require at least two additional hours of out-of-class student work. This work might include reading, briefing cases, completing exercises and problems, preparing for quizzes or midterms, and other activities.
- (2) For courses assessed primarily by means other than examination (e.g., seminars, research and writing courses, and other skills courses): Each credit hour of in-class instructional time must also require at least two additional hours of out-of-class student work. This work might include reading and reviewing class materials; completing exercises and problems; conducting legal research; practicing simulations; drafting memoranda, briefs, scholarly papers, and transactional documents; preparing oral presentations; attending instructor conferences; and completing assessments and practice problems.
- (3) For clinic courses: Students taking a clinic course are required to keep detailed logs while working on their clinic cases. The professor teaching the clinic must review the logs before assigning a grade. The time logged for clinical work must be *separate and apart* from work done as part of a seminar or other accompanying coursework taken as part of that clinical course. A student must complete a total of at least 42.5 hours of work per credit hour awarded in a clinic course, with 50 minutes of classroom instructional time counting as one hour of work.
- (4) For the Residency and externship courses: Students enrolled in the Residency course or an externship course are required to keep time logs of their work. The student's supervising professor must review the logs before assigning a grade. Students are required to certify that all required hours and reports are completed at the end of the Residency or Externship course to complete the course. The total amount of time logged must be equivalent to the amount of time necessary to receive the relevant amount of credit for the Residency or externship course, as shown below:
  - Students in the Residency course may earn 7 or 8 credits for work in an approved governmental, judicial, non-profit, corporate, or private law firm. In a 10-week trimester, students registered for 7 credits will work for 315 hours and students registered for 8 credits will work for 360 hours.
  - Students in the General Externship course may earn 3 credits for 135 hours of work in an appropriate field placement during the fall, winter, or spring trimesters. They may earn 4 credits for 180 hours of work during the summer.
  - Advocacy, Business, and Leadership Fellows will earn 3 credits for 135 hours of work in the appropriate externship course during the summer term(s).

The logged work time must be *exclusive of* other course-related requirements associated with the Residency or externship course, such as reading, reflective journal-writing, attending small group meetings and meeting with supervising faculty.

(5) For the Independent Study course: A student must complete a minimum of 42.5 hours of work per credit earned on an independent study project, pursuant to the Independent Study Policy on the Independent Study intent form. Students are required to submit weekly or bi-weekly timesheets for their work on independent studies, which must be reviewed by the supervising faculty member and the Registrar's Office prior to the receipt of credit. The total amount of time logged must be equivalent to the amount of time necessary to receive the number of credits to be awarded for the Independent Study course.

(6) For service on a law journal or participation in Moot Court or Mock Trial competition: A student must complete a minimum of 42.5 hours of work per credit awarded for participation in these activities, subject to the credit limits established by the faculty. Students seeking credit for these activities shall submit weekly or bi-weekly timesheets for their work to their academic advisor, coach, or supervising faculty member, who must review the timesheets and confirm compliance with this credit hour policy before assigning a grade.

### ***Ongoing Compliance.***

*Syllabi.* All course instructors shall include a statement in their syllabi indicating the number of hours of work expected by the students for the credit hours awarded for the course.

*Course Evaluations.* To monitor compliance this Policy, in Fall 2017, a select number of Law School course evaluations asked students to provide estimates of their weekly out-of-class workloads in just-completed courses. A review of those responses demonstrated compliance in every surveyed course. This monitoring will be repeated on a periodic basis.

*Scheduling.* The Academic Dean and Registrar will continue to schedule courses to ensure that they meet for the requisite minutes of instructional time based on the charts on pages 1 & 2 of this Policy.

*Course Review:* Instructors shall review their courses periodically to ensure that the appropriate number of credits is assigned to the course based on course coverage and the amount of out-of-class work expected of students. Requests for adjustments to the number of credits assigned to a course will be submitted to the Curriculum Committee and are subject to final approval by the faculty.

*New Course Approvals:* Effective immediately, all proposals for new courses must include a justification for the number of credits to be awarded that includes in-and out-of-class and exam time in accordance with this policy. The Curriculum Committee, as part of the curricular approval process, shall review proposals for compliance with this policy.

***Publication.*** This Policy will be published on the Registrar's page on the Law School website and in the Student Handbook.

Effective date: December 7, 2018.

## Appendix B

### Elon University FERPA Policy and Notification of Student Rights

#### Notification Of Student Rights Under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

1. The right to inspect and review the student's records within 45 days of the day that the institute receives the request for access.  
Students should submit to the Registrar a written request that identifies the record(s) they wish to inspect. The Registrar will arrange for access and notify the students of the time and place where the records may be inspected.
2. The right to request an amendment of the student's education records that the student believes is inaccurate or misleading.

Students may ask the institution to amend a record that they believe is inaccurate or misleading. They should write the Registrar, clearly identifying the part of the record they want changed, and specify why it is inaccurate or misleading.

If the institution decides not to amend the record as requested by the student, the institution will notify the student of the decision and advise the student of the right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

The process of amending the academic record only pertains to information that has been recorded inaccurately or incorrectly. It is not a process to appeal grades, disciplinary decisions, or other university decisions with which the student disagrees, but which have been recorded accurately. Normal review and appeal channels must be used where the dispute is with the decision itself and not with the accuracy with which the decision or information has been recorded. Information pertaining to grade and disciplinary appeals may be found in the student handbook.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person whether volunteering for or employed by the institution in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the institution has contracted (such as an attorney, auditor, or collection agent); staff in the Office of the Attorney General; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing assigned tasks.

A school official has a legitimate educational interest if the official needs to review an education record to fulfill the official's professional responsibility.

4. The right to file a complaint with the United States Department of Education concerning alleged failures by Elon University to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:  
Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW  
Washington, DC 20202-4605
5. The institution will honor requests to withhold the information listed below but cannot assume responsibility to contact students for subsequent permission to release them. The institution assumes no liability for honoring instructions that such information be withheld.

The items listed below are designated as Directory Information and may be released for any purpose at the discretion of the institution unless the student requests the information be withheld:

Name, address, telephone number, dates of attendance, class, and electronic e-mail address.

Previous institution(s) attended, major field of study, awards, honors (included Dean's list), degree(s) conferred (including dates).

Past and present participation in officially recognized sports and activities, physical factors (height, weight of athletes), date and place of birth.

## Appendix C

### Elon Law Class of 2023 Student Minimum Technology Requirements

If you need to purchase new equipment, please make sure that it meets the requirements below. Elon Law does not endorse or require any specific computer. You are encouraged to do comparative shopping at reputable companies and check links to current discount information in the University's [student technology guide](#).

#### Windows

- A laptop computer is required. Tablets and Chromebooks will not meet the requirements.  
CPU processor: 2.0 ghz Intel i3 processor or equivalent or higher (i5 or higher recommended)
- RAM: 4 GB or higher
- hard drive: minimum 500 GB
- USB Ports: 1 USB 2 or USB 3. More than one is recommended; with only one port, you will need a USB Hub to provide additional ports.
- graphics: Direct x9 or later with WDDM 1 drive
- screen resolution: 1024X768 or higher
- Internet Connectivity
- operating system: 32-bit and 64-bit versions of Windows 10.

#### Mac OS X

- minimum supported operating systems: OS X 10.13 (High Sierra), OS X 10.14 (Mojave).  
Only genuine versions of Mac Operating Systems are supported.
- CPU: Intel processor – minimum: i3 (equivalent to i3 or higher; i5 or higher is recommended)
- RAM: 4GB or higher
- hard drive: minimum 500GB
- graphics: direct x9 or later with WDDM 1 drive
- screen resolution: 1024X768 or higher
- ability to partition hard drive to run some non-Apple compliant legal practice software, Apple parallels, or other similar applications
- Cautions from some of our software providers:
  - Server version of Mac OS X is not supported.
  - Exam software cannot be used on virtual operating systems, such as Microsoft's Virtual Machine, Parallels, VMware, VMware Fusion, or any other virtual environments.
- Internet connectivity
- administrator level account permissions

#### required peripherals

- web camera with a resolution of HD 1080 or higher:
  - external web camera
  - Laptop cameras may meet this requirement, but check specifications.
  - Software and cloud applications **do not** meet these requirements.
- scanner



- ability to reproduce written work for transmission via the Internet.
  - E-mail
  - Dropbox, LMS (Moodle or TWEN), or other remote turn-in location
  - Printers with scanner capacity will meet requirements.  
Approved scanner app will meet requirements (see list of free apps).
- microphone/speaker packages -- one of these arrangements
    - headsets:
      - with headphones and microphone
      - wired or wireless with dongle
      - gaming headset
    - headphones and separate microphones:
      - wired or wireless with dongler
      - internal laptop microphones
      - separate external microphone
    - Earphones will not meet this requirement.

### **Internet access**

Internet access must be sufficient to allow students to participate in online conferences, meetings, and class sessions via platforms such as Zoom and Microsoft Teams with both audio and video capabilities.

Minimum recommended bandwidth is 25 Mbps (local carriers offer 300 Mbps as a minimum). Wireless access is often significantly slower than advertised, so an Ethernet cable may be required for higher speeds. Wi-Fi speeds of 5-25 Mbps should be acceptable. Students can check the Wi-Fi connection by logging into a device via Wi-Fi and going to an [Internet speed check site](#).

### **recommended items**

The following items are suggested but not required:

- HDMI cable – allows connection to TV to provide a larger monitor screen.
- Ethernet cable – connects to cable box or modem, allowing significantly faster Internet connections over Wi-Fi.
- power strip with circuit breaker – provides protection against power surges.
- docking station or USB hub – allows additional USB ports for peripherals.

## Appendix D

### Elon Law Class of 2024 student minimum technology requirements

#### laptop – Windows

CPU:

Intel i5 2.0+ GHz or higher – i7 recommended

RAM:

8 GB minimum – 16 GB RAM recommended

hard drive:

500 GB hard drive minimum

operating system:

Windows 10 or 11

screen resolution:

1920 x 1080

USB ports:

1 USB 2.0 or USB 3.0

docking station or USB hub recommended

administrator-level account permissions,

to install or uninstall applications and make changes to the device

wireless card

For a Microsoft Surface device, please read important instructions on Windows 10 and 11 “S mode” versus the standard Windows 10 or 11: <https://help.examsoft.com/s/article/Set-Up-Your-Microsoft-Surface-Pro-to-Run-Windows-10>. S mode is not compatible with Exemplify.

## **laptop – Macintosh**

### CPU:

Intel i5 2.0+ GHz or higher – recommended i7, Apple Silicon Chip M1 or later

### RAM:

8 GB minimum -- 16 GB RAM recommended

### hard drive:

500 GB hard drive minimum

### operating system:

Big Sur (11 - 11.6.x), Monterey (12)

### screen resolution:

1920 x 1080

### USB ports:

1 USB 2.0 or USB 3.0

docking station or USB hub recommended

administrator-level account permissions,  
to install or uninstall applications or make changes to the device

hard drive that can be partitioned to run non-Apple compliant legal practice software

Apple Parallels or other similar apps

Exam software cannot be used on virtual operating systems, such as Microsoft's Virtual Machine, Parallels, VMware, VMware Fusion, or other virtual environments.

### **required peripherals**

HD web camera, 1080 or higher

laptop camera or external web camera

Software/cloud applications do NOT meet this requirement.

scanner:

able to reproduce written work to transmit via the Internet

(via e-mail, Dropbox, LMS (Moodle or TWEN), etc.)

Printers with scanner capacity meet the requirement.

An approved scanner app meets the requirement (Apple/Android).

sound/audio:

headset - wired or wireless headphones (integrated/attached microphone) with dongle

Gaming headsets meet this requirement.

headphones with separate microphone

Earphones do NOT meet this requirement.

### **Internet access**

The minimum recommended bandwidth is 25 Mbps.

Local carriers offer 300 Mbps as a minimum.

### **recommended items**

HDMI cable – to connect to a monitor or TV

ethernet cable – to connect a cable box/modem for faster WiFi

power strip with circuit breaker – to protect against power surges

docking station or USB hub – to provide additional ports for peripherals

# Appendix E

## Elon Law Class of 2025 student minimum technology requirements

Tablets and Chromebooks will not meet the requirements below.

### **Laptop - Windows**

CPU: Intel i5 2.0+ GHz or higher; recommended i7

RAM: 8 GB minimum - 16 GB RAM recommended

Hard Drive: 500 GB Hard Drive minimum

Operating System: 64-bit versions Windows 10 or 11

Screen Resolution: 1920 x 1080

USB Ports: 1 USB 2.0 or USB 3.0 (more than one is recommended. If only one port, you will need a USB Hub to provide additional ports)

- Administrator-level account permissions (i.e., ability to install or uninstall applications or make changes to the device)
- Wireless Card
- If you currently have or anticipate purchasing a Microsoft Surface device, please read this article for important instructions on Windows 10 and 11 "S mode" versus the standard Windows 10 or 11. S mode is not compatible with Exemplify.

### **Laptop - Macintosh**

CPU: Intel i5 2.0+ GHz or higher; recommended i7; Apple Silicon Chip M1 or later; and Apple Rossetta

RAM: 8 GB minimum - 16 GB RAM recommended

Hard Drive: 500 GB Hard Drive minimum

Operating System: Big Sur (11 - 11.6.x), Monterey (12) and Ventura  
Apple Virtual operating systems are not acceptable.

Screen Resolution: 1920 x 1080

USB Ports: 1 USB 2.0 or USB 3.0 (more than one is recommended. If only one port, you will need a USB Hub to provide additional ports)

- Administrator-level account permissions (i.e., ability to install or uninstall applications or make changes to the device)
  - Wireless Card
  - Ability to partition hard drive to run some non-apple complaint legal practice software. Apple's Parallels or other similar applications
- Exam software cannot be used on virtual operating systems such as Microsoft's Virtual Machine, Parallels, VMware, VMware Fusion, or other virtual environments.

### **Required Peripherals**

Web Camera: Resolution of HD 1080 or higher

- External Web camera
  - Laptop Cameras may meet this requirement; check specifications. If not, then an external camera will be needed
- Software/cloud applications do not meet these requirements.

Scanner:

- Ability to reproduce written work for transmission via the Internet. (E-mail, Dropbox, LMS (Moodle or TWEN), etc.)
- Printers with scanner capacity will meet the requirements
- An approved scanner app will meet requirements (Apple/Android)

Sound/Audio:

- Headset - Wired or wireless headphones (integrated/attached microphone) with dongle. (Gaming headsets meet this requirement.)

- Headphones with Separate Microphone
- Earphones – will not meet this requirement
- Internal speakers – will not meet this requirement

**Internet Access**

The minimum recommended bandwidth is 25 Mbps (local carriers offer 300 Mbps as a minimum).

**Recommended Items**

- HDMI cable – This allows connection to a monitor or a TV.
- Ethernet Cable – Connects to Cable Box/Modem, allowing significantly faster Internet connections over Wi-Fi.
- Power Strip with Circuit Breaker – Protects against power surges.
- USB Hub – Allows additional USB ports for peripherals