



2022-2023
Student Handbook
and Academic Catalog

August 3, 2022

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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. 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, www.sacscoc.org.

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.

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 seriously interfere with the educational mission of the Law School, the Office of Student and Professional Life 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 this policy by signing an agreement. Students should familiarize themselves with the provisions of the policy. The Policy can be found under "Important Documents" on the Law School Registrar's home page, <https://www.elon.edu/u/law/academics/registrar/>.

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. The text and an Honor Code Violation Report Form are available at <https://www.elon.edu/u/law/wp-content/uploads/sites/996/2019/07/Elon-Law-Honor-Code.pdf>.

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 considered 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 will cover the entire balance.

If a student is not financially registered by the first week of classes, that student will not be 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 will 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 will also be 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 at <https://www.elon.edu/u/fa/police/emergency/e-alert/>. 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, <https://www.elon.edu/u/fa/police/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 will best reflect, 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 will require students to dress in

courtroom attire. First-year students will 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 presenters 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 your educational and personal growth throughout your time at Elon Law School. 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, both 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, <https://www.elon.edu/u/law/academics/library/>.

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 which is not returned will incur 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 updated. Except as otherwise provided, any requirement of adequate notice is deemed met if an official communication is sent to the most recent address provided to the Registrar's office. Any notices to or correspondence with a student that are provided by e-mail will be provided 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 mail 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 other notices that may affect them. The Law School disseminates information on its policies through various means and provides individual notice to students as appropriate. Students are urged to 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. To fully utilize Elon OnTrack, a person must have an active username and password for OnTrack. A student experiencing problems with OnTrack should 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 is given an e-mail account through Elon University. The Law School administration and faculty will 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 will 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 e-mail accounts should contact Technology Services. The Law School will not use text messages to contact students.

Mailboxes

For some printed materials, physical distribution of hard copies is more appropriate than electronic distribution. For this reason, each incoming law student is assigned a numbered, physical mailbox, on the second floor of the Law School. Students are encouraged to check mailboxes daily for important information and communications. Questions about the student mailboxes may be directed to the Registrar.

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 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, <https://www.elon.edu/u/law/>.

Employment While Attending Law School

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

Students may not accept any employment during their first year of law school. In rare circumstances and 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.

In the second and third year, students may not have paid employment of 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 because this office regularly compiles 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.

Additional Student Rights & Responsibilities

Student Complaints

As an ABA-accredited law school, Elon University School of Law is subject to the ABA Standards for Approval of Law Schools. The ABA Standards may be found at https://www.americanbar.org/groups/legal_education/resources/standards/. Any student at the Law School who wishes to bring a formal complaint or concern to the administration of a significant problem that directly implicates the school's program of legal education and its compliance with the ABA Standards should submit their complaint in writing to the Office of Career and Student Development (OCSD). The complaint may be emailed to Studentaffairs@elon.edu or submitted in person, and it must be signed by the complainant.

When a formal written complaint has been received, the Assistant Dean of Career and Student Development shall investigate it as soon as possible, but no later than 30 calendar days after the filing of the written complaint. The Assistant Dean of Career and Student Development shall attempt to resolve the complaint, if possible, within the 30-calendar-day period. If resolution is not possible, the Assistant Dean of Career and Student Development may refer the matter to the appropriate administrator, administrative body, or an administrative official designated by the Dean of the Law School (the "Dean's designate").

If referral of the complaint is made as described above, the administrator, administrative body, or Dean's designate shall attempt to resolve the complaint as soon as possible, but in no event later than 30 calendar days after referral.

Upon completing the investigation of the complaint, the Law School shall communicate its findings and, if appropriate, its intended actions, to the complainant.

If the complainant is dissatisfied with the outcome or resolution, that individual has the right to appeal the decision. The complainant should submit written comments in a timely manner, but in no case more than 14 days after communication of the findings of the investigation, to the Dean of the Law School. The Dean's decision shall be communicated to the complainant and the investigator(s) within 30 calendar days and shall be final.

The Law School shall maintain a complete written record of each complaint and how it was investigated and resolved. Written records shall be maintained in a confidential manner by the Assistant Dean of Career and Student Development.

This handbook contains separate sections pertaining specifically to Title IX and sexual misconduct complaints, and those complaints that may fall within the Elon Law Honor Code and student personal responsibility policy. Jurisdiction over a student complaint may overlap and may not be exclusive to one Elon Law policy.

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 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 herein 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, <https://elon.smartcatalogiq.com/2021-2022/Student-Handbook/Title-IX-and-Sexual-Misconduct-Policy/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 will be used to reasonably ensure that such conduct ends, is not repeated, and the effects 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 at <https://www.elon.edu/u/title-ix/>.

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

Molly Zlock, J.D., Title IX Coordinator
Director of HR Compliance, Equal Opportunity and Title IX
2067 Campus Box, Elon, NC 27244
mzlock@elon.edu 336-278-5787

Additional information about reporting and resources are available in the *Elon University Student Handbook*, as well as:

- Confidential Support and Advocacy (Safe Line)
<https://www.elon.edu/u/violence-response/>
- Incidents of Bias, Discrimination, Harassment, and Hate
<https://www.elon.edu/u/bias-response/>
- Sexual Violence, Relationship Violence and Stalking
<https://www.elon.edu/u/violence-response/>
- Campus Safety and Police
<https://www.elon.edu/u/bft/police/>

Student Access to Files

Elon University complies with the Family Educational Rights and Privacy Act of 1974 (FERPA) as amended. This Act protects the privacy of educational records, to establish the right of students to inspect and review their educational records, and to provide 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:

- (1) Name, address, telephone number, dates of attendance, class, and electronic e-mail address.
- (2) Previous institution(s) attended, major field of study, awards, honors (including Dean's list), degree(s) conferred (including dates).
- (3) Past and present participation in officially recognized sports and activities, physical factors (height, 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 will be refused. Students who wish to withhold Directory Information should contact the Office of the Registrar. The institution will honor 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. These rights include:

- (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 will arrange for access and notify 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 will notify 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 will be provided to the student when notified 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 unit 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.

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.

Students may request transcripts at: <https://www.elon.edu/u/law/academics/registrar/transcript-requests/>. 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 will be 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 of the ways 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. More information about [Disabilities Resources](#) is available online.

Students who have a disability that will require accommodation must complete a disability accommodation request form. Information about required forms and documentation are available at http://www.elon.edu/e-web/academics/support/disabilities_services.xhtml. This form should be submitted to Susan Wise, Director of Disabilities Resources, on the main campus.

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 decided on before any class session, activity, test, or examination potentially affected. Because of the time involved in considering a request for accommodation and in fashioning an appropriate accommodation if one is warranted, requests should be made as early as possible. Accommodations are not retroactive.

contact:

Susan Wise, Director of Disabilities Resources
swise2@elon.edu 336-278-6568

Health Insurance Requirements & Resources (updated June 2022)

Elon University requires students to comply with national laws and requirements regarding insurance for United States and international students. Elon students are required to update their student health information each year via their PhoenixHealth portal or immediately whenever there is a change in their insurance status. Updated and complete information regarding health insurance requirements and resources can be found at:

<https://www.elon.edu/u/health-wellness/health-services/insurance-requirements/>.

Health and Counseling Services

The University has arranged for medical resources in the Greensboro/Guilford County area. Visit the Health and Counseling Center website at <https://www.elon.edu/u/health-wellness/health-services/law-students/> for full information.

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 without having to travel to the Law School or main campus.

Elon law students also have access to BarCARES Inc., a non-profit organization that provides confidential, professional counseling to lawyers and law students in participating Bar Associations and law schools. For more information on BarCARES, visit <http://www.ncbar.org/members/barcares> or call 800-640-0735.

Elon Law students have access to on-campus and virtual medical care 24/7 from anywhere in the United States.

Elon University Student Health Services provides evaluation and treatment of acute illness and injury to currently enrolled Elon University students (graduate, law, undergraduate). Student office visits are free of charge except for physicals and exams, and allergy shots. There are charges for medications, supplies, lab tests, injections, and procedures, due at time of visit. Those payments to Student Health Services are out-of-pocket.

<https://www.elon.edu/u/health-wellness/health-services/services-and-fees/>

Any charges incurred from referrals or visits to an outside medical provider are the responsibility of the student. Most outside practices require students to provide verification of insurance before scheduling an appointment. Students who matriculate assume responsibility for all costs associated with health care not provided by Health Services.

Elon University has partnered with [Timely Care](#) to offer students a comprehensive telehealth program that provides access to free, 24/7/365 medical and mental virtual health care from anywhere in the United States. TimelyCare gives all enrolled students increased access to a provider

for their medical and mental health needs, including those with acute symptoms. Visits can be scheduled or be “on demand” (with just a few minutes wait time). Students will also have access to these services when they are away from campus for summer or breaks (anywhere in the United States).

https://timely.md/schools/index.html?school=elon&utm_source=newsletter&utm_medium=email&utm_campaign=students_launch

Recreation/YMCA

Physical fitness and exercise are important for the well-being of busy law students. The Law School provides each interested law student with a free membership to the Kathleen Price Bryan Family YMCA, located just a few blocks from the Law School at 501 West Market Street. Students may also purchase family memberships there at a discounted rate. The YMCA has a large fitness center, two swimming pools, basketball courts, and a running track. <http://www.bryanyymca.org>.

Elon Law students also have access to the fitness facilities and other recreation and wellness programs on the Elon University home campus, free with an Elon University ID card.

<https://www.elon.edu/u/campus-recreation-wellness/>

The City of Greensboro and Guilford County offer numerous public recreational facilities, including tennis courts, swimming pools, greenways for walking and running, bicycling trails, and marinas.

<https://www.greensboro-nc.gov/departments/parks-recreation>. Students may at their own expense choose to join one of the many other fitness facilities in Greensboro.

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 \$100. If this card is obtained from the Law School, the charge will be 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 choose to utilize Greensboro’s public transportation system. For more information, visit <https://www.greensboro-nc.gov/departments/transportation/greensboro-transit-agency-public-transportation-division>.

Technology

This section of the handbook serves as an addendum to the Elon University Technology Policies, found at <https://www.elon.edu/u/fa/technology/forms-and-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 will be considered a violation of Elon University's Acceptable Usage Policy, at <https://www.elon.edu/u/fa/technology/forms-and-policies/acceptable-usage/>.

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 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.
- 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, formal oral presentation, effective communication, and other strategies to maximize personal and professional development in the 1L year. In addition, students explore leadership topics—such as cultural competence, learning agility, authenticity, and the *26 Success Factors for Lawyers*—and 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 have the possibility of completing 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 2022)

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.

Addiction Law & Policy LAW 8640, 3 credits

This course surveys laws enacted to address problem drug use, reviews the types of systems created by these laws, and covers issues of policing, race, law, and the institutionalization of racism via United States illicit drug policy. The purpose of this course is to provide students with the context necessary to understand, analyze, and evaluate approaches to addressing problem drug use from a health policy and law perspective. This course also teaches students the inter-relatedness of the legislative, administrative, and judicial branches, and how each can shape approaches to a given policy problem. Further, this course uses international comparisons to enable students to better judge American legislative proposals, administrative rules, and judicial decisions.

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. This course may permit synchronous participation online consistent with Law School technical requirements for such courses.

Advanced Civil Procedure 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.

Advanced Criminal Procedure LAW 7350, 3 credits

This course builds on the required Criminal Law course and focuses on one or more specific criminal procedure topics. Those topics may include the process of "bail to jail" i.e., the adjudication of a criminal case, including the use of prosecutorial discretion, grand jury indictments, criminal discovery, the preparation and examination of witnesses (lay and expert), plea negotiations, and fundamentals of criminal trials (district and superior court).

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. This course may permit asynchronous participation online consistent with Law School technical requirements for such courses.

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 to 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.

Appellate Practice LAW 7720, 3 credits

In this course, students develop and refine their analytical and communication skills while drafting an appellate brief and presenting one or more formal oral arguments before a panel of judges. Students are introduced to the appellate litigation process, standards of appellate review, and the rules that govern appellate practice and procedure in the state and federal courts. Students also study the use of various rhetorical techniques in the context of appellate argument. A special section of this course may coordinate with the Moot Court program.

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. In addition, the interplay of the Bankruptcy Code and the provisions of Article 9 of the Uniform Commercial Code and other provisions of state law are examined. This course also provides an overview of state law rights and remedies for judgment 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, 3L 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 3L 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(s), to be approved based on published criteria. All projects must be approved no later than the start of the 3L 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(s) during the 2L 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 Pretrial Litigation II: Pleadings LAW 8520, 2 credits

This civil litigation simulation course explores pleadings strategies with an emphasis on techniques for effectively pleading a case in compliance with the applicable rules of civil procedure and persuasively advocating for a client. Students learn to develop legal strategy, case theory, and litigation plans. The simulation includes drafting and serving complaints, motions to dismiss, related memoranda of law, and answers. The course also addresses pleading, responding to counterclaims and affirmative defenses, and amending pleadings. Students make oral arguments in support or opposition to motions. In addition, students gain experience in collaborative development of work product and professional interaction with colleagues, opposing counsel, and the court. Throughout the course, students consider issues of legal ethics and professional practice.

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

This course covers the fundamental lawyering skills of interviewing and counseling, skills essential to the practice of law in any context. The course introduces the theories and techniques used in interviewing and counseling, via simulations and role-playing exercises designed to transfer the classroom discussions and theoretical readings into practical experience. Skills addressed in the interviewing segment include active and empathetic listening, building rapport, fact gathering, question formulation, preliminary client goal identification, development of a case overview, theory development, and concluding the interview. The counseling segment introduces the process by which the lawyer helps the client make decisions by clarifying the client's objectives, identifying potential strategies and solutions and their likely consequences, and, when appropriate, providing advice. Course discussions include issues of ethics and professionalism that often arise in lawyer-client interactions.

Closely Held Business Enterprises LAW 8260, 2-3 credits

This course examines issues relating to privately held businesses, particularly those with relatively few owners. Topics studied include the choice of business entity, organizing and funding the entity, private securities offerings, entity conversions, succession planning, buy-sell arrangements, employment agreements, compensation matters, governance issues, fiduciary obligations, purchase and sale of the business, and accounting principles. Entities covered include corporations, partnerships, and limited liability companies. Business Associations is a prerequisite to this course; Income Tax is recommended but not required.

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 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, 3 credits

This course examines how courts choose which law should be applied to transactions, relationships, or occurrences having 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. This course may permit synchronous participation online consistent with Law School technical requirements for such courses.

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 which synthesizes course materials and applies 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 Th

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. This course may permit synchronous participation online consistent with Law School technical requirements for such courses.

Food & Agriculture Law & Policy 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.

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, and the appellate rules generally and 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.

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 Law LAW 7410, 3 credits

In this course, students see the application of business law principles through the intensive study of United States based businesses operating abroad. The course covers the study of the regulatory requirements for operating a business abroad, including tax, intellectual property, environmental, and labor considerations. Students in the course also explore the business considerations of operation abroad, such as foreign exchange issues, finance considerations, and the assessment of socio-economic and political condition of offshore destinations. The course may include a travel component.

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

This course focuses on the evolution of International Humanitarian Law (IHL) and the development of a responsive judicial system over the past two centuries. It begins with a brief look at the history of war crimes and the laws of armed conflict going back to antiquity, and then concentrates on the beginning of the development of the legal and judicial underpinnings of IHL in the second half of the 19th century. It then discusses the background and history of the early Geneva Conventions, the 1899 and 1907 Hague Conferences and resulting conventions, and the efforts by the international community to deal judicially with the war crimes committed during World War I. It also explores the Allies' more successful efforts to bring to justice perpetrators of the massive war crimes committed during World War II through the Nuremberg and Tokyo International Military trials, as well as the thousands of military commission and national trials throughout Europe and Asia. The course also looks at the background and history of the Genocide Convention, the post-war Geneva Conventions, the International Criminal Tribunal for Rwanda, the International Criminal Tribunal for Yugoslavia, the Extraordinary Chambers before the Courts of Cambodia, and the United States Military Commission trials in Guantanamo. It also explores questions about cultural genocide and other legal concepts and precedents that have developed in relation to modern, unconventional warfare.

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 independent of 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.

Negotiations LAW 7590, 3 credits

Whether practicing commercial law, family law, criminal law, government law, or any other type of law, all lawyers negotiate—with other attorneys, clients, and court personnel. This course, combining theory and practice, aims to improve students' understanding of negotiation and their effectiveness as negotiators. Drawing on negotiation scholarship from both legal and non-legal perspectives, the readings, lectures, and discussions provide students with strategies and techniques for negotiating effectively and a framework for analyzing their own negotiating abilities. And students engage in multiple negotiations throughout the course.

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.

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 restitutionary 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, small business owners, 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. Business Drafting, though not required, is strongly encouraged. 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.

Street Law LAW 7370, 2 credits

In this course, law students teach law to local middle school or high school students, two hours a

week. The law students also meet weekly to review relevant substantive law, learn teaching methods, and engage in their own experiential learning. In addition, the law students write a final paper, an academic critique of a related legal topic. The subjects taught by the law students include an introduction to the legal system, criminal law, torts, consumer law, and trial advocacy. The law students also prepare the middle or high school students for a mock trial, including opening statements, direct and cross-examinations, and closing arguments. Through these trials, the law students refine their knowledge of evidence, further develop their communication skills, and learn to lead others in a collaborative enterprise. The final paper requires a thesis statement describing its main goal, foot notes or endnotes where applicable, and a critique of a substantive law issue. At the professor's discretion, the course is offered pass/fail or graded.

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 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.

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

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 336-278-6296

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

Patricia Perkins, Assoc. Professor of Law, pperkins@elon.edu

Alan Woodlief, Interim Dean; Professor of Law, Director of the Moot Court Program, 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 or 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, Professor of Law; Director of the Moot Court Program, awoodlief@elon.edu
336-279-9203

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 336-278-9331

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; Assoc. Professor of Law
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 or 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.

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, Interim Dean, Professor of Law, Director of the Moot Court Program
awoodlief@elon.edu 336-279-9203

Moot Court Board

The Moot Court Board at Elon Law is comprised of students who have excelled in the school's annual intramural moot court competition. The top 20 competitors in the annual competition are invited to membership on the 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. The Board also plays a key role in coordinating the annual Billings, Exum & Frye National Moot Court Competition, hosted by Elon Law.

contact:

Alan Woodlief, Interim Dean, Professor of Law, Director of the Moot Court Program

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 School'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 the 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 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

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

Honor Council

The Honor Council administers the procedures in the Honor Code and also interprets and applies the Honor Code.

contact: 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 at

<https://www.elon.edu/u/law/students/student-organizations/>

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

V. Financial Information

Tuition

<https://www.elon.edu/u/law/admissions/tuition-scholarships/cost-of-attendance/>

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 will result in loss of awarded scholarships.

Students may view their accounts and make payments at <https://ebill.elon.edu>. Payments may also be billed 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

<https://www.elon.edu/u/law/admissions/tuition-scholarships/cost-of-attendance/>

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

<https://www.elon.edu/u/law/academics/registrar/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. Applicants should complete the FAFSA at www.fafsa.edu.gov as soon as possible after October 1st. 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 336-278-7640

Scholarships & Fellowships

<https://www.elon.edu/u/law/admissions/tuition-scholarships/>

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 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.

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, 336-278-7640, or Lynette Lorenzetti, 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. Research Assistants work closely with faculty members engaged in significant legal research and are paid on an hourly basis. Teaching Assistants provide professors with help in required courses and are paid a stipend for the course term.

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 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 on the Law School's website at <https://www.elon.edu/u/law/wp-content/uploads/sites/996/2020/07/Elon-Law-Learning-Outcomes.pdf>.

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 regularly-scheduled Law School class sessions.¹ This does not include externships, residencies, moot court, trial competitions, law review, 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 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

¹ 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.

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.² 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.

² 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.

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

**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.

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

* 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:

Sample Final Trimester Schedule	
Fall trimester	credits
Bar Foundations	2
Bridge-to-Practice course (recommended)	2-3
elective courses*	5-9
Total Credits for Fall Trimester	10-14
Total Credits for Third-Year Courses	10-14

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. Dropping below 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 granted approval by the Registrar 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 Registrar will determine when an exam can be rescheduled and when a rescheduled exam will be administered. Exams qualifying for rescheduling due to multiple exams within a 24-hour period are generally rescheduled for the individual student's next available exam slot that does not create a new conflict under this rule. Rescheduled examinations are generally 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 and presented along with any supporting documentation to the Registrar. All such requests must be made at least fourteen (14) calendar days before the beginning of the examination period.

The form to request rescheduling of an exam based on a scheduling conflict is available at: <https://www.elon.edu/u/law/wp-content/uploads/sites/996/2019/07/Examination-Schedule-Conflict-Form.pdf>

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 situation prevents exam attendance, the student should immediately notify the Registrar.

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:

Letter Grade	Grade Point
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, including subsection (C) above. 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 will not receive any quality points, and the course will 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). A grade of I for incomplete work must be removed within thirty (30) calendar days from the date the I grade was posted. Unless an I is removed by the date designated, or the date is extended by the Dean or Associate Dean for Academic Affairs, an I grade is automatically changed 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 the case of 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 the case of 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 and (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 14th 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 have 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 offers help 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 most 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. LEAP is optional in the Fall trimester and may be mandatory for some students and optional for others in the Winter and Spring trimesters.
- Mastering Legal Analysis (MLA). MLA is an elective 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. MLA may be mandatory for some students and an optional elective for others.

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 within the 2L Bar Edge program. 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 miss the required number of sessions will be required to participate in the OAS 2L Bar Edge program.

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 Body 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 will 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 will be 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 will be excluded.

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 will be 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 will 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 will not receive any other information or evidence from the petitioning student.
- Petitions will only be granted on the ground a 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 will in almost all cases disqualify 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 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, will be counted as attempted credit hours.

Any student who does not comply with either of 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 who takes a summer course at the Law School and is notified during the course that they have been academically excluded may be allowed to complete the course for credit or may withdraw from the course. If an academically excluded student withdraws from a summer school course after the drop-add period is over, no refund for tuition is available. In addition, any student who takes (1) a summer study abroad course through the Law School or (2) a summer session course through another law school (domestically or abroad), and is notified during the course that they have been academically excluded from the Law School shall not be eligible to receive a refund.

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

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 will be considered abandoned by the student and disposed of by the Law School.

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.³

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 will not request the transcript; the student has the responsibility to do so.

No credit toward the Elon J.D. degree will be 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 will be 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, will apply 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 will be 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 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 will be granted toward the J.D. requirements. Under no circumstances will permission be 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: https://www.americanbar.org/content/dam/aba/administrative/legal_education_and_admissions_to_the_bar/standards/2020-2021/2020-21-aba-standards-and-rules-criteria-student-study.pdf.

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, for a total of twelve credits taken

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

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.

Whether a particular course or courses a student takes during summer school at another law school can be used to satisfy the specific J.D. course requirements of the Law School will be determined at the discretion of the Associate Dean for Academic Affairs. As previously stated, any student with a GPA below 2.670 must have summer course registration (whether such course or courses are taken at Elon Law or elsewhere, including any registration to study abroad) 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 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:

- 1) demonstrate compelling reasons to attend the other law school, and
- 2) 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.

Transcript Requests

To request a transcript, go to <https://www.elon.edu/u/law/academics/registrar/transcript-requests/>. There is a charge of \$8.00 (U.S.) per transcript.

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. An information packet and the forms for seeking certification in North Carolina are available through the Office of Career Services and Student Development.

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. The procedure for the North Carolina Bar to issue a student practice certificate may be found at:

<https://www.elon.edu/u/law/wp-content/uploads/sites/996/2021/06/Student-Practice-Rule-as-amended-April-2021.pdf>.

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. If a student or supervising attorney has questions about the scope of the representation allowed under the certification, they 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 will be seeking a practice certificate. For certification rules in other jurisdictions, go to

<https://guides.ll.georgetown.edu/c.php?g=271042&p=1808947>.

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. Re-admission following withdrawal is subject to the following conditions:

- (1) There is no right to automatic re-admission.
- (2) A request for re-admission will be considered based on the admission standards prevailing at the time re-admission 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 re-admission 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 will, if subsequently granted re-admission, be required to re-enroll as a beginning first-year student.

(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 re-admission 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 will be eligible for consideration for re-admission if the application for re-admission is made more than one year after the effective date of the student's withdrawal or exclusion. If the application is timely made, then the student would be eligible to be considered for re-admission 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 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 re-admission. More information is available at <https://www2.ed.gov/policy/highered/guid/readmission.html>.

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 will not be 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.

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 pp. 58-59.

Tuition Refund

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

For first-year students, tuition and fees for the August Term and Fall, Winter, and Spring trimesters are refundable as follows: If a student withdraws by the end of the first week of the August Term, the student will receive a full refund of the tuition paid for that term. There are no refunds for August Term beyond this date.

For withdrawals during a trimester, first-year students will receive refunds on a pro rata basis during the first six weeks of a trimester. Following is a table of pro rata charges:

1 st week pro rata charge	10%
2 nd week pro rata charge	20%
3 rd week pro rata charge	40%
4 th week pro rata charge	60%
5 th week through 6 th week pro rata charge	75%
7 th week	no refund

This chart is also applicable to second and third-year students who withdraw during a trimester.

For any student (upper-level or first-year) 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 will be deducted from the calculated refund. The acceptance deposit is non-refundable. Approved leaves of absence will be 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 unofficial 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 will be 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.

Degree Honors

The degree of Juris Doctor will be awarded with honors as follows:

Summa Cum Laude

Any student who graduates in the top 2% of the graduating class 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*.

Magna Cum Laude

Any student who graduates between the top 3% and the top 7% of the graduating class 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*.

Cum Laude

Any student who graduates between the top 8% and the top 15% of the graduating class 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%).

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 term, the Dean will publish 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 term.

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 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 will be 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 are under 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.

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 will request 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 accordingly 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 will not be able to sit for the bar examination until the next administration by which they 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, will be 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 will be 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.⁴

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.

⁴The 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.) ⁵		
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 Workload⁶

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 in nature 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).

⁵In Fall 2018, the Upper-Level Fall Term was 11 weeks long.

⁶See 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 clinical courses: Students taking a clinical course are required to keep detailed logs while working on their clinical 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 clinical course, with 50 minutes of classroom instructional time counting as one hour of work.
- (4) For residencies and externships: Students enrolled in Residency or an externship 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 Residency or an externship 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 Residency or the externship, as shown below:
 - Students in the Residency-in-Practice 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 and In-House Counsel Externship courses 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 an appropriate placement during the summer term(s).

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

(5) For independent studies: 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 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.

(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 make arrangements 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 which 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 2022 Student Minimum Technology Requirements

personal computer

- CPU: 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 or Mac OS X 10.13 (High Sierra), OS X 10.14 (Mojave). Only genuine versions of Mac Operating Systems are supported.

Apple products

Caution: need to support Catalina. Currently, mid 2012 MacBooks and higher support Catalina. Earlier than 2012 models might not be viable for a student's full 2½ years.

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 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:
 - The 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 cameras that meet the requirement:
 - laptop camera

- monitor camera
- external web camera

- scanner
 - ability to reproduce written work for transmission via the internet, e-mail, Dropbox, or other remote turn-in location
 - Printers with scanner capacity will meet requirements.
 - Approved scanner app will meet requirements.

- Microphone and speaker packages – one of these arrangements
 - headset
 - with headphones and microphone
 - wired or wireless with dongle
 - gaming headset
 - headphones and separate microphone
 - wired or wireless with dongle
 - internal laptop microphones
 - separate external microphone
 - earphones
 - wired or wireless with dongle
 - internal laptop microphones
 - separate external microphone

Appendix D

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. For links to current discount information, see <https://www.elon.edu/u/fa/technology/technology-guides/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 like <https://fast.com>.

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 E

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