

# **Student/Faculty Handbook**

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(Revised as of September 3, 2009)

## **2010**

*Fall 2010      Spring 2010      Summer 2010*

## **University of Northern California**



**Lorenzo Patiño School of Law**

*Leonard Padilla, President of the University*

*Anthony Márquez, Dean of Students*

*Daniel Wigon, Executive Dean*

*'Excellence and Affordability in Legal Education'*

*UNIVERSITY OF NORTHERN CALIFORNIA  
LORENZO PATIÑO SCHOOL OF LAW*

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## History & Mission

*The University of Northern California (UNC) Lorenzo Patiño School of Law was founded in 1983 by Leonard Padilla in association with attorneys Heman Smith, Doug Nareau, Danny Brace, Jr., and the late Judge Lorenzo Patiño to provide a quality and affordable legal education.*

*UNC provides a four-year, evening law school program, which allows students to prepare for the California State Bar Examination while maintaining full-time employment.*

*The goal of the law school is to qualify its students for entry into the legal profession, as well as to enable them to meet the needs of society as members of an honored profession.*

*UNC's four-year curriculum consists of traditional law school courses, which are enhanced by selected electives designed to broaden and to develop the students' analytical thought processes.*

*Classes are taught by practicing attorneys whose experience provides practical as well as theoretical instruction.*

*UNC encourages student-faculty discussions of law. The ratio of faculty members to students is approximately one professor for every five students. Average class size is approximately 8-15 students.*

*UNC is approved by the Committee of Bar Examiners of the State Bar of California to grant Juris Doctor degrees and is regulated by the examining committee as an unaccredited, fixed facility, law school whose students are eligible to sit for the General Bar Exam.*

UNIVERSITY OF NORTHERN CALIFORNIA  
LORENZO PATIÑO SCHOOL OF LAW  
**DISCLOSURE STATEMENT**

*Guideline 2.3 (D) of the Guidelines for Unaccredited Law School Rules* provides as follows:

Required Disclosures.

To ensure that prospective students of, applicants to, and students of a law school's J.D. degree program are fully informed about the requirements and possible limitations associated with attending and graduating from an unaccredited law school, a law school must include the following statements, without alteration, in its bulletin, catalog, website, application for admission, and enrollment agreement for its J.D. degree program:

“The method of instruction at this law school for the Juris Doctor (J.D.) degree program is principally in physical classroom facilities.”

“Students enrolled in the J.D. degree program at this law school who successfully complete the first year law study must pass the First-Year Law Students' Examination required by Business and Professions Code § 6060(h) and Rule VIII of the *Rules Regulating Admission to Practice Law in California* as part of the requirements to qualify to take the California Bar Examination. A student who passes the First-Year Law Students' Examination within three (3) administrations of the examination after first becoming eligible to take it will receive credit for all legal studies completed to the time the examination is passed. A student who does not pass the examination within three (3) administrations of the examination after first becoming eligible to take it must be promptly disqualified from the law school's J.D. degree program. If the dismissed student subsequently passes the examination, the student is eligible for reenrollment in this law school's J.D. degree program, but will receive credit for only one year of legal study.”

“Study at, or graduation from, this law school may not qualify a student to take the bar examination or to satisfy the requirements for admission to practice in jurisdictions other than California. A student intending to seek admission to practice law in a jurisdiction other than California should contact the admitting authority in that jurisdiction regarding the legal education requirements in that jurisdiction for admission to the practice of law.”

End of Guideline 2.3 (D), required disclosures.

In addition to the above disclosure statement, please be advised that the units you earn in our Law Program in some cases may not be transferable to other colleges or universities. Additionally, if you earn a degree in our Law Program, in some cases it may not serve as a basis for obtaining a higher-level degree at another college or university.

End of Disclosure statement required by California Education Code, Division 10, Part 59, Chapter 3.5, added Statutes of 1977.

## **ADMINISTRATIVE STAFF**

### **Anthony P. Márquez, Dean of Students**

Juris Doctorate, Harvard Law School; B.A. Columbia University, Dean's List; Editor, Harvard Civil Right-- Deputy Legislative Counsel, State of California, Office of the Legislative Counsel; Civil Liberties Law Review; Chief Counsel, Joint Legislative Ethics Committee; Member of the State Bar Associations of California, New Mexico, and Texas.

### **Daniel M. Wigon, Executive Dean**

Juris Doctorate, University of Northern California, Lorenzo Patiño School of Law; B.A. California State University Sacramento; Member of the California State Bar Association.

### **Abraham Robles, Registrar**

Juris Doctorate, University of Northern California, Lorenzo Patiño School of Law; B.A. California State University Sacramento.

## **BOARD OF TRUSTEES**

J. Leonard Padilla, Chairman of the Board

Danny Brace, Jr., Member

Russell W. Miller, Jr., Member

Nelly B. Patiño, Member

Daniel Matthew Wigon, Member

## **FOUNDERS**

J. Leonard Padilla

Heman Smith

Doug Nareau

Danny Brace, Jr.

Judge Lorenzo Patiño

## **FACULTY**

Members of UNC's faculty are practicing attorneys who combine knowledge of black letter law with practical experience, giving students a balanced education.

### **Bowie, Arthur L.**

#### **Criminal Law**

Juris Doctorate, Lincoln Law School, Sacramento, CA; Dean's List, B.A. California State University Sacramento. Supervising Public Defender, Sacramento County; Central California Appellate Project attorney; Member of the California State Bar Association.

**Burns, Scott M.**

**Adjunct Professor**

J.D., UNC/Lorenzo Patiño School of Law Highest Honors/Valedictorian; West Publishing Award for Academic Excellence; UNC Board of Trustees Award.) B.A., Government/Journalism, Calif. State University, Sacramento (Outstanding Graduate Award; Sigma Delta Chi Journalism Award.) Admitted to Practice: California State Bar; U.S. District Court, Eastern California. Senior Attorney (Retired), California Dept. of Transportation (specializing in Public Entity Liability; Information Practices & Privacy.) Consulting Attorney: Carroll, Burdick & McDonough, LLP (Public Sector Labor Law). Past President, California Attorneys, Administrative Law Judges & Hearing Officers in State Employment (CASE). Speaker: California State Bar, California County Counsel Association, California and Hawaii Departments of Transportation/Justice. Professional Registered Parliamentarian, National Association of Parliamentarians.

**Evans, Leslie**

**Legal Research, Bill of Rights, Legal Writing**

Juris Doctorate, McGeorge School of Law, Dean's List, Recipient of Verne Adrian and Annabel McGeorge Academic Achievement Scholarship, Judge Elvin F. & Pauline C. Sheedy Scholarship, Almanson Foundation Scholarship, law review; B.S., California Polytechnic State University; Staff Counsel, Dept. of Social Services., Member California State Bar, Wisconsin State Bar, Kennedy Inn of Court.

**Gonzales, Sally C.**

**Business Associations**

Juris Doctorate, University of Northern California, Lorenzo Patiño School of Law; Attorney at Law admitted to practice before all Courts in the State of California and United States Federal Court for the Eastern District of California; B.S., University of

California, Davis; Member of the California State Bar Association.

**Gorski, Gary**

**Trial Advocacy/Moot Court**

Juris Doctorate, Widener University School of Law, Willington , Delaware (1991);B.S. California State University, Sacramento (1988); Attorney Gary W. Gorski has been serving clients at the United States Supreme Court, the Commonwealth of Pennsylvania, and all of California (mostly the Sacramento area including San Francisco, Marin, Solano, Yolo, Colusa, Tehama, Sonoma, Shasta, El Dorado, Placer, and Alameda) since 1991. Mr. Gorski specializes in Construction Law, Real Estate Law, Civil Rights law, Constitutional Law, Family Law, Criminal Law and Employment Law; member of the State Bar Association of California and Pennsylvania.

**Karalash, Daniel**

**Evidence**

Juris Doctorate, with Distinction, McGeorge School of Law; MBA, Embry Riddle Aeronautical University; B.A., Michigan State University; Private Practice emphasizing Criminal Defense, Civil Rights Litigation, Gun Rights Litigation; Deputy District Attorney, Sacramento County; Member of the California State Bar.

**Kravitz, Jeffrey**

**Constitutional Law**

Juris Doctorate, University of California, Davis School of Law – Editor, King Hall Advocate; B.A., University of California, Berkeley; Sole Practitioner; Host, radio talk show; Member California State Bar Association.

**Marquez, Anthony P.**

**Dean of Students, Professional Responsibility,**

### **Introduction To Law**

Juris Doctorate, Harvard Law School; B.A. Columbia University, Dean's List; Editor, Harvard Civil Right--Civil Liberties Law Review; Deputy Legislative Counsel, State of California, Office of the Legislative Counsel; Chief Counsel, Joint Legislative Ethics Committee; Member of the State Bar Associations of California, New Mexico, and Texas.

### **Pfaff, David**

### **Wills & Trusts**

Juris Doctorate, University of Northern California, Lorenzo Patino school of Law-Valedictorian; Bachelor of Arts (Government), California State University, Sacramento; Law offices of Gonzales & Pfaff, Member of the California State Bar Association.

### **Platon, Benjamin V. II**

### **Contracts**

Juris Doctorate, University of Northern California, Lorenzo Patino School of Law, Salutatorian, Board of Trustees Service Award; B.S., Central Missouri State University, Criminal Justice Administration; Member: State Bar of California; Sacramento County Bar Association Fee Arbitration Panel; National Academy of Elder Law Attorneys.

### **Rice, Joel**

### **Real Property**

Juris Doctorate, Lincoln Law – Best Moot Court Overall, Best Prosecuting Team; B.S. Arizona State University; Law Offices of Patrick R. Sabehaus; Member California State Bar Association.

### **Rickards, Mary Dee**

### **Torts**

Juris Doctorate, University of Northern California, Lorenzo Patiño School of Law – Editor, *Ab Initio*, recipient of the Board of Trustees' Award; Bachelor of Arts, Criminal Justice, California State University,

Sacramento – Dean’s List; Law Offices of Mary Dee Rickards, Certified Specialist, Workers’ Compensation Law; Certified by California State Bar as a Specialist in Workers’ Compensation; Board of Legal Specialization; Member, California State Bar.

**Smith, Gregory**

**Bankruptcy, Community Property, Remedies**  
Juris Doctorate, L.L. M. McGeorge School of Law, University of the Pacific; B.A., University of California Berkeley; Substantial practice in Consumer Bankruptcy Law. Member of the California State Bar Association.

**Stirling, Robert**

**Insurance Law**  
Juris Doctorate, University of Northern California, Lorenzo Patino School of Law, Valedictorian & Cum Laude. Criminal defense, Real Estate and experience in the Insurance Industry. Member of the State Bar of California.

**Wigon, Daniel M.**

**Executive Dean; Criminal Procedure, Immigration Law**  
Juris Doctorate, University of Northern California, Lorenzo Patiño School of Law, Law Office of Dan Wigon; Member of the California State Bar Association, Member American Immigration Lawyers.

**THE LAW SCHOOL**

### LOCATION

UNC Lorenzo Patiño School of Law is located in the Patiño Building at 1012 J Street, Sacramento, California, 95814. Our number is (916) 441-4485. UNC is within walking distance of the Sacramento County Law Library, the Sacramento County Courthouse, City Hall, the State Capitol, the U. S. District Court, and the Third District Court of Appeals. The academic building houses the administrative offices of the Executive Dean, the Dean of Students, and the Registrar; the classrooms, the library, and a computer room.

### LIBRARY

The library contains the collections required by the Committee of Bar Examiners of the State Bar of California for unaccredited schools, as well as numerous other volumes, documents, and materials.

The library, open from 10:00 a.m. to 10 p.m. Monday through Thursday and 10 a.m. to 5 p.m. on Fridays, on all days that classes are being conducted, offers a quiet place to study. Students can arrange for library use, check out and return outside of regular hours by contacting the Registrar. The library is located in various rooms throughout the school.

Specifically, we maintain the following volumes:

1. The published reports of the decisions of California courts, with advance sheets and citatory;
2. A digest or encyclopedia of California law;
3. An annotated set of California codes;
4. A current, standard text or treatise for each course or subject in the curriculum of the school for which such a text or treatise is available.

Students may also use the Sacramento County Public Law Library at 813 Sixth Street, First Floor Sacramento, CA 95814. The Library Hours are: M-Th 8AM - 8PM F 8AM - 5PM S 9AM - 4PM. Contact information is: Phone/Fax: PH: 916-874-6012  
FX: 916-874-7050.

Students may also use Stanley Mosk Library and Courts Building Located at 914 Capitol Mall. Contact information is: State Information and Reference Center  
Room 301  
(916) 654-0261  
FAX (916) 654-0241  
Email: [cslsirc@library.ca.gov](mailto:cslsirc@library.ca.gov)

Both Libraries are located within several blocks from the school.

Students are required to purchase a student discount Lexis Nexis account at enrollment.

### RECRUITMENT

UNC is fully committed to equality in education and employment. UNC does not

discriminate in any of its activities on the basis of race, sex, sexual orientation, age, race or ethnicity, financial status, or religious beliefs.

### RESERVATION OF POWERS

In addition to other rights expressed within this catalog, UNC also reserves the right to modify admission requirements, grading and advancement standards, course content, degree requirements, regulations, and tuition or fees at any time without prior notice. *The information in this catalog is not an offer to create and is not to be regarded as creating a binding contract between UNC and the student.*

UNC reserves the right to terminate or restrict, for cause, the attendance of any student at any time, or to remove from the list of candidates for a degree, the name of any student *should it be in the best interests of the University.* Upon written request from the student, a hearing will be conducted according to procedures established by the University.

### HONOR SYSTEM

Students enrolled at UNC are expected to adhere to the highest standards of ethics, conduct, and scholarship. UNC reserves the right to dismiss any student who violates the honor system.

### STUDENT RECORDS/Transcripts

UNC maintains the records of its students for various purposes. The right to inspect records is in accordance with the Family Educational Rights and Privacy Act of 1974, Public Law 93-380, as amended. Information about specific procedures is available upon request from the Admissions Office. Directory information, under Public Law 93-380, as amended, includes only the name of the student, major fields of study, enrollment status, honors, and awards. As to transcripts, entries may only be changed upon a showing of a calculation or clerical error and upon Administrative approval. Transcript entries will be reviewed by Administrative staff, upon a transcript request, and if a calculation or clerical error exists, the Administrator will make the changes to reflect an accurate entry.

Administration will add requisite entries as per the *Guidelines For Unaccredited Law School Rules*, adopted by The Committee of Bar Examiners, effective January 1, 2008. Students, if you should find a calculation or clerical error, submit a written statement explaining the error to Administration. Administration will review and contact you in writing regarding their findings.

### TRANSCRIPT REQUESTS

Transcripts are not issued until ALL OUTSTANDING ACCOUNTS with the School are paid. Students must submit a signed/dated written request. Your request must include

your full name, a complete physical home address and your student ID number. Please allow 10 working days to process the request; allow longer at the end of the semester.

### STUDENT GRIEVANCES

Persons seeking to resolve academic issues, problems, or complaints should first contact the instructor in charge. Requests for further actions must be in writing and may be made to the Dean of Students or to the Academic Advisory Committee.

### STUDY GROUPS

Students are encouraged to form small study groups that meet outside the classroom to discuss material covered in class and to prepare for examinations.

### BLACK LAW STUDENTS ASSOCIATION (BLSA)

The Black Law Students Association, open to all students at UNC, has been formed to help increase the proportion of black students attending UNC. In addition to aggressive recruitment within the black community, the association provides fellowship for black students with similar interests and concerns, and scholarships available to ALL members of BLSA. Scholarships are available to BLSA members through the Daugherty/Greer Scholarship Foundation.

### STUDENT BAR ASSOCIATION (SBA)

All UNC students are encouraged to attend meetings of the SBA and are welcome to share their ideas and concerns. The SBA acts as a channel of communication between UNC students and UNC faculty and administration. The SBA consists of elected officers and elected class representatives. The SBA may organize fundraisers for scholarships, coordinates volunteer student activities, and supports school functions. The SBA is a voluntary student organization and is not under the ownership or authority of UNC. UNC may assess student activity fees and may provide a portion of those fees to the SBA to be disbursed for designated activities of the SBA.

## **COURSE OF STUDY**

### *Academic Year*

The Academic Year 2007-2008 begins on August 20, 2007, and continues through approx. August 1, 2008. The law school offers a four-year Juris Doctor degree program. To graduate, students must complete 84 semester units with a grade point average of 2.00 or better. Each unit equals sixteen hours of instruction. The minimum total hours required to graduate is 1344. To complete the program in four years, candidates must attend Fall, Spring, and usually two Summer sessions. Pursuant to California State Bar rules, students must complete 270 hours in four 12-month periods in order to qualify to sit for the California Bar Exam.

First-year students generally attend classes three to four nights per week and occasional Saturdays. Second-, third-, and fourth-year students typically attend classes three nights per week along with some Saturday classes. All summer students generally attend two to four nights per week along with some Saturday classes. Classes meet from 6:30 p.m. to 9:30 p.m. on weeknights and from 9am to 12 pm on Saturdays.

### *Holidays*

Classes are not held on the following holidays:

New Year's Day

Martin Luther King's Birthday

Memorial Day

Independence Day

Labor Day

Thanksgiving Day

Christmas Day

## **THE FOUR--YEAR PROGRAM OF INSTRUCTION**

It is the goal of UNC to provide a solid legal and ethical foundation. The UNC curriculum consists of required and elective courses. The required courses follow the curriculum recommended by the California Committee of Bar Examiners. The elective courses, while allowing a student to tailor the curriculum according to his or her professional needs and interests, are also designed to enhance communication skills. First-year and second-year classes emphasize skills in communication, articulation, and organization; third-year and fourth-year classes focus on the interpretation and application of the law.

There are six required courses that are only offered during the summer term: Legal Research, Community Property, Moot Court, Professional Responsibility and Legal Skills Development. Community Property and Legal Research may be taken prior to the first year, Legal Skills Development must be taken during the summer between the third and fourth years and Moot Court and Professional Responsibility may be taken after completion of second year. Exception must be approved by the Dean of Students. The course schedules/electives are subject to change. Pass/Fail classes are designated with a P/F.

### Electives

Administrative Law	3 units
Bankruptcy	2 units
Consumer Advocacy	2/3 units
Family Law	2 units
Immigration Law	3units
Insurance Law	2 units
Internship	1-2 units
Land Use	3 units
Labor Law	3 units
Moot Court	2 units
Practical Skills	2/3 units

### **Recommended Schedules:**

#### Pre-First-Year Spring or Summer Courses

Introduction to Law	2/3 units
Bill of Rights	2/3 units
Legal Research* (summer only)	2 units
Community Property* (summer only)	2 units

#### First-Year Courses

Contracts I & II*	6 units
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Torts I & II*	6 units
Criminal Law I & II*	4 units
First Year Students' Law School Examination Prep. I & II*	6 units
First-Year Summer Courses	
Legal Research*	2 units
or	
Community Property*	2 units
Second-Year Courses	
Civil Procedure I & II*	6 units
Evidence I & II*	6 units
Real Property I & II*	6 units
Second-Year Summer Courses	
Professional Responsibility*	2 units
Community Property*	2 units
Third-Year Courses	
Corporations and Other Business Entities I & II*	6 units
Constitutional Law I & II*	6 units
Wills*	3 units
Trusts*	3 units
Third-Year Summer Courses	
Moot Court*(summer school only)	2 units
GBX Prep *	2 units
Fourth-Year Courses	
Remedies I & II*	6 units
Trial Advocacy*	3 units
Criminal Procedure*	3 units
GBX Prep I and II*	6 units

**\*Required courses**

**\*\*PLEASE NOTE THAT ADDING THE REQUIRED UNITS WITH ELECTIVE UNITS WILL EQUAL OR EXCEED THE REQUIRED 84 UNITS NEEDED TO GRADUATE.**

## **CALIFORNIA STATE BAR REQUIREMENTS**

### **Registration with the State Bar**

Pursuant to Chapter 2, Rule 4.16 of the Admissions Rules:

The Application for Registration must be filed first, before any other application is transmitted to the Committee. The applicant is required by law either to provide the Committee with a Social Security Number or to request an exemption because of ineligibility for a Social Security Number. Registration is deemed abandoned if all required documentation and fees have not been received within sixty days of filing . No refund is issued for an abandoned registration.

If an applicant has registered previously, there is no need to file the registration form or pay the fee.

The Committee of Bar Examiners ([www.calbar.org](http://www.calbar.org))  
State Bar of California  
180 Howard St.  
San Francisco, CA 94105-1639

Telephone: (415) 538-2303

### **First-Year Law Student's Exam (FYLSE)**

Students enrolled in the J.D. degree program at this law school who successfully complete the first year law study must pass the First-Year Law Students' Examination required by Business and Professions Code § 6060(h) and Rule VIII of the *Rules Regulating Admission to Practice Law in California* as part of the requirements to qualify to take the California Bar Examination. A student who passes the First-Year Law Students' Examination within three (3) administrations of the examination after first becoming eligible to take it will receive credit for all legal studies completed to the time the examination is passed. A student who does not pass the examination within three (3) administrations of the examination after first becoming eligible to take it must be promptly disqualified from the law school's J.D. degree program. If the dismissed student subsequently passes the examination, the student is eligible for reenrollment in this law school's J.D. degree program, but will receive credit for only one year of legal study.

### **FYLSE Eligibility**

First-year law students must successfully complete at least one year of required law courses with a minimum GPA of 1.80 in order to be eligible to sit for the FYLSE. Students with GPA of less than 1.80 may be certified after submission of a written petition to the Dean requesting a waiver from the GPA requirement. In order to receive

certification to take the test, an application must be submitted to the Committee of Bar Examiners, confirming that the necessary requirements have been met. Forms are available from the Committee of Bar Examiners.

Practice of Law in Other States

Graduates of UNC are eligible to take the California State Bar Examination for the admission to practice law in California. If you plan to practice outside the state of California, you should contact the jurisdiction in which you plan to practice for their requirements of graduates of unaccredited law schools. UNC makes no representation as to the admission requirements of any State Bar Association.

**ADMISSION AND EDUCATIONAL STANDARDS**

**TITLE 4. ADMISSIONS AND EDUCATIONAL STANDARDS**



**Division 1. Admission to Practice Law**

Adopted by the Committee of Bar Examiners  
and  
Approved by the Board of Governors  
of  
The State Bar of California  
Effective September 1, 2008

Chapter 3. Required Education

Rule 4.25 General education

Before beginning the study of law, a general applicant must have completed at least two years of college work or demonstrated equivalent intellectual achievement, which must be certified by the law school the applicant is attending upon request by the Committee.

(A) "Two years of college work" means a minimum of sixty semester or ninety quarter units of college credit

(1) equivalent to at least half that required for a bachelor's degree from a college or university that has degree-granting authority from the state in which it is located; and

(2) completed with a grade average adequate for graduation.

(B) "Demonstrated equivalent intellectual achievement" means achieving acceptable scores on Committee-specified examinations prior to beginning the study of law.

*Rule 4.25 adopted effective September 1, 2008.*

Rule 4.26 Legal education

General applicants for the California Bar Examination must  
Title 4 Adopted July 2007 8 of 29

(A) be graduates of law schools approved by the American Bar Association or accredited by the Committee; or

(B) demonstrate that in accordance with these rules they have

(1) studied law diligently and in good faith for at least four years in a law school registered with the Committee; in a law office; in a judge's chambers; or by some combination of these methods; or

(2) met the requirements of these rules for legal education in a foreign state or country; and

(C) have passed or established exemption from the First-Year Law Students' Examination.

*Rule 4.26 adopted effective September 1, 2008.*

**Rule 4.27 Study in a fixed-facility unaccredited law school**

To receive credit for one year of study in a fixed-facility unaccredited law school registered with the Committee, a student must receive passing grades in courses requiring classroom attendance by its students for a minimum of 270 hours a year.

*Rule 4.27 adopted effective September 1, 2008.*

**Rule 4.28 Study by correspondence or distance learning**

(A) To receive credit for one year of study by correspondence or distance learning in an unaccredited law school registered with the Committee, a student must receive passing grades in courses requiring at least 864 hours of preparation and study over no fewer than forty-eight and no more than fifty-two consecutive weeks, evidenced by a transcript that indicates the date each course began and ended.

(B) To receive credit for one-half year of study by correspondence or distance learning in an unaccredited law school registered with the Committee, a student must receive passing grades in courses requiring at least 432 hours of preparation and study over no fewer than twenty-four and no more than twenty-six consecutive weeks, evidenced by a transcript that indicates the date each course began and ended.

*Rule 4.28 adopted effective September 1, 2008.*

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**Rule 4.29 Study in a law office or judge's chambers**

(A) A person who intends to comply with the legal education requirements of these rules by study in a law office or judge's chambers must

(1) submit the required form with the fee set forth in the Schedule of Charges and Deadlines within thirty days of beginning study; and

(2) have studied law in a law office or judge's chambers during regular business hours for at least eighteen hours each week for a minimum of forty-eight weeks to receive credit for one year of study or for at least eighteen hours a week for a minimum of twenty-four weeks to receive credit for one-half year of study.

(B) The attorney or judge with whom the applicant is studying must

(1) be admitted to the active practice of law in California and be in good standing for a minimum of five years;

(2) provide the Committee within thirty days of the applicant's beginning study an outline of a proposed course of instruction that he or she will personally supervise;

- (3) personally supervise the applicant at least five hours a week;
- (4) examine the applicant at least once a month on study completed the previous month;
- (5) report to the Committee every six months the number of hours the applicant studied each week during business hours in the law office or chambers; the number of hours devoted to supervision; and specific information on the books and other materials studied, such as chapter names, page numbers, and the like; and
- (6) not personally supervise more than two applicants simultaneously.

*Rule 4.29 adopted effective September 1, 2008.*

Rule 4.30 Legal education in a foreign state or country

Persons who have studied law in a law school in a foreign state or country may qualify as general applicants provided that they

Title 4 Adopted July 2007 10 of 29

### General Admission

Applicants must have successfully completed a minimum of 60 transferable semester units or 90 transferable quarter units towards a degree at a recognized college or university; 90% of the credits presented for admission must be in academic courses. The applicant must have maintained a grade point average that was acceptable for graduation. No credit is given for prior experiential learning.

### Special Admission

Applicants who cannot meet the requirements for general admission may be eligible for “Special Admission” status. Such applicants must have passed at least three sections of the College Level Equivalency Program (CLEP) with a score of 50 or higher, or whatever score is required by the State Bar. Of the three sections passed, one of them must be the English Composition test with or without the essay. For more information about the CLEP, please check the website – [clep.com](http://clep.com), or contact the UNC Administration Office. Special admission applicants must schedule an interview with the Dean of Students or the Registrar. To arrange an interview, please call (916) 441-4485.

### Juris Doctor Degree (non-Bar)

As of January 1, 2008, UNC does not offer a non-Bar J.D. program.

### Foreign Applicants

Applicants from outside the United States are subject to the same admission requirements as resident candidates. Each academic unit will be converted to a comparable U.S. equivalent after *evaluation by an agency designated or referred by the State Bar of California*, contact the State Bar for a list of agencies that evaluate foreign transcripts. Although no proof of English proficiency is required, instructions and examinations are conducted in English only. No special accommodations are currently available for non-English speaking applicants.

Auditing Students- (Registration and Unit fees apply)

Persons wishing to attend a particular class in order to further explore or brush up on a particular area of the law may audit a class or classes with the consent of the Dean.

Former Students

Students who withdraw in good standing from UNC may be readmitted, subject to all current policies and catalogue requirements.

Transfer Students

Applicants with advanced standing must arrange to have their official transcripts sent to UNC prior to admission. In rare cases, conditional or contingent admission may be granted.

Transfer students who are required, but who have not, passed the FYLSE, may be required to enroll in Legal Writing I & II as part of their curriculum in the their first year at UNC.

Credit for prior work will depend upon the applicant's GPA. If prior work was completed at an unaccredited law school, UNC will review the applicant's FYLSE as a means of assessing whether or not credits are transferable. No credits will be accepted for courses completed five years prior to the date for the admission request. UNC does not grant duplicate credit for repetition of the same or substantially the same course, whether in the same law school or different law schools.

Transfer students from a state accredited or American Bar Association (ABA) approved school who want to begin their second year at UNC may be exempt from the FYLSE requirements if they satisfactorily completed their first year and were advanced (whether or not on probation) into their second year **at the same school**. Applicants who want to transfer into UNC as third-year students must have a GPA of 1.90. Applicants who want to enter as fourth-year students must have a GPA of 1.95.

Waiver of these requirements may be available with the permission of the Dean of Students.

Registration

Registration in any semester requires a physical home address. Students will not be permitted to enroll in any semester or session if they do not provide a physical home address. (revised 4/14/08).

## **APPLICATION REQUIREMENTS**

Please ensure your application package **is complete** by including all of the following:

- 1) **completed** application form;
- 2) certified transcripts from all colleges and universities previously attended;
- 3) CLEP test results (if applicable);
- 4) FYLSE test results (if applicable);
- 5) a letter of standing from the previous law school attended (if applicable);
- 6) a one-page, or less, writing sample focusing on your career goals;
- 7) LSAT test results (if applicable);
- 8) a \$100.00 nonrefundable application fee.

**Two** general letters of recommendation from professional associates are required. Applications should be addressed as follows:

*Registrar  
Lorenzo Patiño School of Law  
1012 J Street  
Sacramento, CA 95814*

### Application deadlines

The Registrar reviews **completed** applications as they are received. **Incomplete** applications **will not be considered**. Physical Addresses are required on the application. Those applications with P.O. Boxes will not be considered. (revised 4/14/08). Students begin their studies in the Fall, but pre-first year students are strongly encouraged to begin in the Spring or Summer terms prior to their first year studies. These classes afford students the opportunity to experience the study of law and begin to develop the communication skills necessary for success in law school. Pre-first year classes may be required of certain applicants based on educational background or aptitude.

### Registration Procedures

Students may register for classes at UNC by mail or in person. Those who wish to register on site may do so at the Registrar's office by appointment, before each semester. There is a **non-refundable** late fee for students who register after registration deadlines.

### Outside Registration

Students attending UNC may not register in any course elsewhere with the intention of transferring units to UNC without the written consent of the Dean of Students.

## **FINANCIAL INFORMATION**

The following tuition and fees are calculated for a typical semester and are due upon registration prior to each semester.

### *Tuition and Fees*

Tuition (nine units)	\$2,160.00*
Administrative/Library Fee	\$ 100.00
Student Activity Fee	\$ 50.00
Registration Fee	\$ 100.00
<u>Equipment/Technology Fee</u>	<u>\$ 50.00</u>
<b>Semester Total</b>	<b>\$2,460.00</b>
Lexis Nexis Fee (Fall Only)	\$ 50.00

\*Tuition is \$240 per unit. Total tuition costs may vary depending on the number of classes in which student is enrolled. First-year students enroll in 2 units in addition to the 9 units in the above example because of a required Legal Writing class.

### *Other Fees*

Audit Fees	(Application+Registration + Units)
Application Fee	100.00
Transfer Student Fee	100.00
Late Registration (for continuing students)	50.00
Late Payment Fee per month	20.00
Change of Program	25.00
Make-up Examination	75.00
Re-read of Examination	50.00
Graduation Fee	500.00
Transcripts (1st one free; each)	10.00
Returned Check Fee	25.00

***PAYMENT MUST BE PAID IN FULL AT THE TIME OF REGISTRATION AND ADMISSION. PAYMENT ARRANGEMENTS CAN BE MADE THROUGH THE REGISTRAR'S OFFICE.***

*Fees and tuition are subject to change without notice. Payments can be made by check, credit card or money order. Books and materials are not included in the fee schedule.*

### *Cost of Books*

Students may purchase books at outside bookstores. Approximate costs are \$300 to \$500 per school term. Used books are sometimes available through the school or outside

bookstores at reduced prices.

### Financial Aid & Scholarships

Because UNC is not accredited by the State Bar of California or by the American Bar Association, students are not eligible for most government financial aid programs. Students are able to request loan payment deferments of any loans on which they are still paying. These requests must be handled directly with the lender and are determined on a case-by-case basis.

Occasionally, scholarships are available. UNC posts notices of scholarships as we become aware of them.

### Veterans' Benefits

UNC is approved for Veterans training. If you are a veteran, you may qualify for financial assistance as a student at UNC. To establish eligibility for these benefits, potential candidates should contact the Veterans Administration (VA) at 1-800-827-1000. Bring your Eligibility Certificate to the Registrar so that it can be processed and returned to the VA. It is recommended that you complete this entire process before registering for classes at UNC.

### Cancellation

Students who decide to cancel their contract within five business days of their first day of class must complete the cancellation form provided by UNC. Notice of cancellation must be properly filed within the cancellation period. The cancellation period extends through five business days after the first class attended.

### Refund After Classes Begin

Each student has the right to withdraw from a course at any time. If a student withdraws from a course after the cancellation period and has completed less than 60% of a course, the student is entitled to a pro-rata refund of tuition paid, which does not include application, registration, and Lexis/Nexis fees. The formula used to determine the refund is:

Refund EQUALS Amount Paid for Instruction MINUS Non-refundable Fees (Registration, LexisNexis, Application Fee) MULTIPLIED BY Paid Hours of Instruction Remaining DIVIDED BY Total Number of Hours of Instruction PAID.

A student shall be deemed withdrawn from a course when any of the following occurs:

- 1) The student presents a Notice of Withdrawal to UNC; or
- 2) The institution terminates the student's enrollment.

Refunds, if granted, will be provided no later than 30 days from the effective cancellation date.

## **ACADEMIC REGULATIONS**

### *Academic Advisory Committee*

The Academic Advisory Committee evaluates and monitors the progress of students at UNC. The committee reviews petitions and makes recommendations for advancement, probation, or expulsion as deemed appropriate. To insure compliance with school policy, the Dean of Students reviews all findings of the Academic Advisory Committee.

## **ATTENDANCE POLICY**

The University of Northern California, Lorenzo Patiño School of Law and The State Bar of California mandates satisfactory completion of a course of classroom study requiring a minimum of 270 hours of classroom attendance a year for four (4) years and regular and punctual attendance of not less than eighty (80) percent of the regularly scheduled class hours in each course.

UNC mandates that each student must sit in each course for the requisite number of class sessions.

For a three (3) unit course, the requisite class sessions total sixteen (16) class sessions. Each class session runs for the duration of three (3) hours. Fifteen (15) class sessions are considered as classroom study. Class number sixteen \* (16) is the examination and not considered as classroom study.

In a three (3) unit course, eighty percent (80%) equals twelve (12) individual class sessions, minus class number sixteen (16). This means that each student, in order to earn credit for a three (3) unit course, must sit for a total of twelve (12) class sessions. Thus, each student is allowed to miss three (3) of the total fifteen (15) class sessions.

For a two (2) unit course, the requisite class sessions total eleven (11) class sessions. Each class session runs for the duration of (3) hours. Ten (10) class sessions are considered as classroom study. Class number eleven \*(11) is the examination and not considered as classroom study.

In a two (2) unit course, eighty percent (80%) equals eight (8) individual class sessions, minus class number eleven (11). This means that each student, in order to earn credit for a two (2) unit course, must sit for a total of eight (8) class sessions. Thus, each student is allowed to miss two (2) of the total ten (10) class sessions.

\*All examination class sessions may run for the duration of three (3) or more hours.

**CREDIT WILL BE DENIED FOR MISSING MORE THAN TWENTY PERCENT OF**

## **REGULARLY SCHEDULED CLASSES IN ANY COURSE.**

An attendance list (roll sheet) is distributed during each class session. In order to receive credit, students must personally sign the roll sheet for every session attended. Students who leave the class early will not receive credit for that session of class.

### Leave of Absence

A student who has met all UNC administrative and academic requirements may request a leave of absence for not more than one academic year. A petition must be submitted to the Dean before the year in which the leave is to be effective. If a student intends to return to UNC, he or she must notify the Registrar not less than 30 days prior to the leave's expiration. Petitioners are advised to request counsel of the Dean if considering a leave of absence.

### Classification of Students

Students are classified by year in the following manner:

Pre-First Year student (Spring/Summer registrants)	0-8	units of credit
First-year student	9-22	units of credit
Second-year student	23-44	units of credit
Third-year student	45-66	units of credit
Fourth-year student	67-84	units of credit
Full-time student	9-12	units of credit
Part-time student	1-8	units of credit

### Advancement from First to Second Year

1. Students with a grade point average of at least 2.00 at the end of the first year will be advanced to the second year in good standing. All First-Year Students must pass the FYLSE within the three consecutive administrations of the test (from the time at which they become eligible) in order to receive credit for classes beyond first year. Students who pass the FYLSE after the third administration of the test after becoming eligible will receive credit for one year of law studies and must complete three more years of 270 classroom hours per year to qualify for the General Bar Exam.
2. Students with a grade point average of 1.80-1.99 at the end of the first year will be advanced to their second year on academic probation. All students advanced on academic probation must meet with the Dean of Students prior to beginning

their second year studies.

3. Students with a grade point average of 1.79 or below at the end of the first year will be academically disqualified and may not be certified for the FYLSE. A student who is academically disqualified may petition the Dean of Students for reinstatement to repeat first year or advancement to second year on probation.
4. Regardless of the grade point average, a student who fails any first-year subject will be academically disqualified. A student may petition the Dean of Students, however, in order to repeat first year.

#### Advancement from Second to Third Year

1. Students with a cumulative grade point average of at least 2.00 at the end of the second year will be advanced in good standing.
2. Students with a cumulative grade point average of at least 1.90 at the end of the second year will be advanced on probation.
3. Students with a cumulative grade point average of 1.89 and below at the end of the second year will be academically disqualified. A student who is academically disqualified can petition the Dean of Students for reinstatement and advancement on probation.

#### Advancement from the Third to Fourth Year

1. Students with a cumulative grade point average of at least 2.00 at the end of the third year will be advanced in good standing.
2. Students with a cumulative grade point average of at least 1.95 will be advanced to the fourth year of probation. In order to graduate, students must have a minimum 2.00 GPA by the end of the Spring semester.
3. Students with a cumulative grade point average of 1.94 or below will be academically disqualified. A student who is academically disqualified can petition the Dean of Students for reinstatement and advancement on probation.

#### Reversal of Academic Disqualification

If a student can demonstrate genuine hardship, he or she may petition the Dean of Students to repeat the year of courses in which the disqualification occurred. A student may not repeat more than one year for the purposes of reversing a disqualification. No credit or grades will be given for courses taken in the year that a student is dismissed for scholastic deficiency.

### Policy on Course Repetition

A student must repeat a course in which a failing grade was earned. A repeated course will be designated with an “R” symbol. The repeated grade will be used in calculating the grade point average and will be considered final. The initial failing grade earned will not be used in calculating the grade point average. No additional unit credit may be earned by repeating a course and both grades will appear on the student’s permanent record. The repeated grade will not reverse the negative effects on probation and advancement within the semester/session where the failing grade was earned. In relation to disqualification, please review the policy stated above under “Reversal of Academic Disqualification.” As to graduation, the repeated course will go towards the total required units for graduation. The repetition of a course will be subject to the availability and scheduling of the established schedule and may require the student to modify his/her law study plan and completion of law study. The student must submit a written petition requesting consideration to the Dean of Students. Repetition is subject to the approval of the Dean of Students. The student will receive a written response within 30 days.

## GRADING SYSTEM

### UNC GRADING SYSTEM - revised 5/14/08

<u>Score</u>	<u>Letter Grade</u>	<u>Grade Points</u>	<u>Level of Achievement</u>
100+	A+	4.3	Outstanding
95-100	A	4.0	Excellent
90-94	A-	3.7	Superior
87-89	B+	3.3	Very Good
84-86	B	3.0	Good
80-83	B-	2.7	Good
75-79	C+	2.3	Above Average
70-74	C	2.0	Adequate/Passing
65-69	C-	1.7	Below Average
60-64	D+	1.3	Inadequate
55-59	D	1.0	Very Inadequate
50-54	D-	0.7	Failing
BELOW 50	F	0.0	Fail

P = PASS	0.0
CR = CREDIT	0.0
NC = NO CREDIT	0.0
W = WITHDRAWAL	0.0
DIS = DISMISSAL	0.0

### To Remain in Good Standing:

Beginning and 1 <sup>st</sup> year students	1.80 (also required to be certified to take the Baby Bar/F.Y.L.S.E.)
2 <sup>nd</sup> /3 <sup>rd</sup> year students	1.90 (also required for transfer students)
4 <sup>th</sup> year students	1.95 entering 4 <sup>th</sup> year; must meet 2.0 by end of Spring to graduate

\*A dismissed student may petition the Academic Advisory Board for re-admittance.

### Grade Designations

For classes with grade designations of P/F or CR/NC, the student will be given credit for courses successfully completed but his or her grade point average will not be affected. A “fail” grade or an “F” will be treated as a “no credit” and will not be considered when calculating the student’s total GPA. A “no credit” grade or “NC” means no credit will be given for the course but the student’s total GPA will not be affected.

K—Continuing, which means that a student has successfully completed a portion of a course but has not yet completed the entire course and that credit and grade points have not yet been granted.

W—Withdrawal, which means that a student withdrew from a course, - no credit or grade points have been granted.

“R”---- Repeated course, means that a course was repeated, subject to the following policy: Policy on Course Repetition: A student must repeat a course in which a failing grade was earned. A repeated course will be designated with an “R” symbol. The repeated grade will be used in calculating the grade point average and will be considered final. The initial failing grade earned will not be used in calculating the grade point average. No additional unit credit may be earned by repeating a course and both grades will appear on the student’s permanent record. The repeated grade will not reverse the negative effects on probation and advancement within the semester/session where the failing grade was earned. In relation to disqualification, please review the policy stated above under “Reversal of Academic Disqualification.” As to graduation, the repeated course will go towards the total required units for graduation. The repetition of a course will be subject to the availability and scheduling of the established schedule and may require the student to modify his/her law study plan and completion of law study. The student must submit a written petition requesting consideration to the Dean of Students. Repetition is subject to the approval of the Dean of Students. The student will receive a written response within 30 days.

### First-Year Grade Weighting

Students who successfully complete the first-year courses of Torts, Contracts, and Criminal Law will be graded as follows:

- 1) The Fall semester examinations will comprise one-third of the student’s total course grades for the year;
- 2) The Spring semester examinations will comprise two-thirds of the student’s total course grades for the year;
- 3) Students who withdraw during the Spring semester will receive no credit or grade for work completed in the Fall or partially completed in the Spring.

### Second, Third, and Fourth-Year Grade Weighting

Students who successfully complete their remaining full-year courses will be graded as follows:

1. The Fall semester examinations will comprise one-half of the student's total course grades for the year;
2. The Spring semester examinations will comprise the remaining one-half of the student's total course grades for the year.

### Examinations

Essay-type examinations are generally given at the end of each semester in every course. Pursuant to State Bar guidelines, students do not place their names on the examination papers; examinees remain anonymous by using their UNC Student Identification Number. Examinations are generally available for pick up within 10 days of posting the grades. If you intend on requesting a re-read, then you must make a written request to gain a copy of your exam.

If you are using examsoft to take your exams, it is your responsibility to be fully familiar with the software. **In the event a software, hardware or power failure occurs before or during administration of the examination, you will be required to handwrite in your answers to the examination. You must use blue books for this purpose.** Test takers are not permitted to bring other laptop computers, typewriters or word processors into the test areas to use as back ups.

All students are required to take their final examinations at the designated times. If a student fails to appear for a test and does not make special arrangements ahead of time, student may receive a "NC" for all previous work completed in that course. In order to make special arrangements prior to testing, the examinee must demonstrate genuine hardship in accordance with UNC's policy regarding make-up examinations, which is available at the Registrar's office. A fee may be assessed for each make-up examination that the student is permitted to take. A request for a re-read must comply with the re-read policy (see below). If a re-read is granted, a fee may be assessed. Recorded grades will not be changed unless it is determined by the Administration that there was a clear case of error.

### Extra Credit

The faculty at UNC reserves the right to award extra credit points to students who have most actively participated in classroom discussions. If extra credit is available, the professor will announce this fact to the class and include the option in the syllabus. Extra credit can only raise a grade by one-half; for example, from a "C" to a "C+."

### Grade Review Procedures

The University's policy on Grade Review is as follows and shall be binding on both the student and professor alike:

1. A student who claims that an examination or course grade resulted from unfairness, a departure from established grading policy, or clearly shown mistake, and presents credible evidence in support of such claim, may have the claim considered by the Grade Review Committee. All requests for grade reviews shall be submitted to the Registrar's Office accompanied by a Grade Request Form that briefly explains why the student feels that the original grade is not appropriate. The request shall be made within fifteen (15) days of the receipt of the examination grade in question.
2. The Registrar's Office will then submit the Re-Read Request Form to the Grade Review Committee which consists of at least one faculty member, not the faculty in question, the Dean of Students and the Executive Dean.
3. The Grade Review Committee will then meet to review the Grade Request Form and the evidence in support of such claim. Upon review by the Committee, the Committee will then draft a response and forward it to the Registrar's Office who in turn will forward it the student in question.
4. The decision of the Grade Review Committee shall be final and binding on both the student and faculty in question.
5. Students are not to personally confer with faculty for a Grade Review.
6. Failure to comply with this policy may result in the denial of a Grade Review.

## **GRADUATION**

### *Requirements*

UNC will confer the degree of Juris Doctor upon its students who have successfully completed the following requirements:

1. Student must have satisfactorily completed and received credit for all required courses;
2. Student must have accumulated at least 84 semester units with a minimum cumulative GPA of 2.00 (including transfer credits) at the end of the Spring semester of their fourth year or the Summer semester immediately following;
3. Student must have maintained a satisfactory attendance record as described in the ATTENDANCE section of this catalog;

4. Student must have submitted a petition to graduate; and
5. Student must have cleared all financial obligations to the school.

### Honors

Awards for superior academic achievement at UNC are as follows:

#### **Cum Laude**

Students who have achieved a cumulative GPA of at least 3.00

#### **Magna Cum Laude**

Students who have achieved a cumulative GPA of at least 3.25

#### **Summa Cum Laude**

Students who have achieved a cumulative GPA of at least 3.50

### Board of Trustees Service Award

Each year the Board of Trustees of UNC selects a graduating student who has most ardently fostered and promoted the University in the Community. The award recipient will be announced during the graduation ceremony.

### Dean of Students Award

Each year the Dean of Students selects a graduating student who has been the most positively involved with the faculty, the administration, and fellow students. The student selected is the student deemed to have best promoted the goals and principles of the University. The award recipient will be announced during the graduation ceremony.

### Valedictorian

The student with the highest GPA in his or her graduating class will be designated as Valedictorian and will deliver the Valedictory address at graduation.

### Salutatorian

The student with the second-highest GPA in his or her graduating class will be designated as Salutatorian and will deliver the Salutatory address at graduation.

## **DESCRIPTION OF COURSES**

Below are descriptions of required and elective courses offered by UNC.

### **Administrative Law (3 units)**

This class covers the procedures and the policies affecting state and federal administrative

agencies, the scope and the effect of adjudication and ruling making authorities, and standards for investigations, hearings, and the review process.

**Advanced Legal Methods (2/3 units)**

In this class students have an opportunity to refine their analytical and communicative skills. Students draft and rewrite legal memoranda, briefs, discovery devices, affidavits, essays, wills, trusts, and contracts in a series of practical exercises. Advanced Legal Methods gives students the dual advantage of preparing for both the California State Bar Examination and the actual practice of law.

**Agency and Partnership (3 units)**

This class focuses upon agency principles and the formation of agency-type relationships. Principles include respondent superior, vicarious liability of joint enterprises and ventures, and authority and ratification.

**Alternative Dispute Resolution or ADR (2 units)**

Students in ADR learn concepts in alternative dispute resolution processes, an initial grounding in negotiation theory and practice, the role of the advocate in negotiating a settlement, and a balanced treatment of ADR and litigation.

**Bankruptcy (3 units)**

This class deals with the commencement of bankruptcy proceedings, the negotiation of agreements between parties, dispute resolution, bankruptcy administration, and the Bankruptcy Reform Act.

**Bill of Rights (2 or 3 units)**

Geared toward pre-law and first-year students, but appropriate for all levels, this course takes an in-depth look at the U.S. Constitution's first ten amendments, *the Bill of Rights*. Students learn how to prepare course outlines for study, how to brief cases, and how to write an exam all in the context of the Bill of Rights. Course materials and lectures are structured to encourage lively debate and thoughtful analysis of our individual rights.

**Business Associations I & II (6 units)**

This course explores business associations, with an emphasis on corporations, but also including partnerships, and LLC's. Primary focus is on relations among management, shareholders and directors. We also cover problems of close corporations, stock issuance, mergers and acquisitions, and Federal Securities Laws.

**Civil Procedure I & II (6 units)**

This course covers a wide range of topics including jurisdiction and venue, parties, causes of action, notice and service of process, demurrers, answers, appearances, counterclaims, cross-complaints, amendments to pleadings, motions, discovery, judgments, res judicata

and collateral estoppel, post-trial motions and appeals, and Federal Rules of Civil Procedure.

**Community Property (2 units)**

This class explores the nature of community property vis-à-vis separate property and is concerned with distribution upon the death of a spouse or upon dissolution of a marital relationship. Issues include management, control, transmutation, and liability to debtors and creditors.

**Constitutional Law I & II (6 units)**

This course examines the U.S. Constitution and the relationship between the three branches of government. Other topics include states rights, individual rights, freedoms and protections, due process, the Bill of Rights, privileges and immunities, taxation, and interstate commerce.

**Consumer Advocacy (2 or 3 units)**

This course provides students with practical experience and instruction about consumer protection laws and procedure.

**Contracts I & II (6 units)**

This course focuses upon formation, performance, and remedies, including mutual assent, consideration, substitutes for consideration, third-party contracts, assignments and delegation, breach, discharge and excuse of duties, specific performance, the Statute of Frauds, damages, and selected transactions governed by the Uniform Commercial Code.

**Criminal Law I & II (4 units)**

This class examines the law of crimes, including murder, manslaughter, assault, battery, mayhem, rape, larceny, robbery, fraudulent takings, receiving stolen goods, burglary, arson, conspiracy, attempts, solicitations, statutory crimes, justification, excuse, and mitigation.

**Criminal Procedure (3 units)**

This course emphasizes the fundamental policy questions about crime and the legislative response, about crime and policing, about crime and racial discrimination, just to name a few. This class will discuss issues involving the Fourth Amendment “search” and “seizure” concepts, remedies for Fourth Amendment violations, confessions, police interrogation and self-incrimination, the Miranda exclusionary rule, Sixth Amendment right to counsel and other relevant topics.

**Employment Law (2/3 units)**

This class deals with the fair employment principles under the Constitution and federal

statutes. The primary focus is on race, gender, and age discrimination. Students explore current controversies, including sexual harassment, comparable worth and pay equity, affirmative actions, and discrimination against persons with disabilities.

### **Environmental Law (2/3 units)**

Students analyze some of the major themes and issues concerning environmental law, including nuisance theory, intergovernmental relations, economic analysis, hazardous waste control, wetlands protection, clean air regulation, and judicial control of administrative-decision making.

### **Evidence I & II (6 units)**

This course covers the Federal Rules of Evidence and the common law rules of evidence, including judicial notice, burden of proof; presumptions, the functions of judge and of the jury, the competence of witnesses, and witness privileges.

### **Family Law (3 units)**

This class focuses on the rights and obligations of individuals in relation to the family, particularly the relationship of husband and wife. Topics include marriage, dissolution, marital settlements, agreements, child support, spousal support, paternity, adoption, and the influence of medical technology on parental rights and duties.

### **Immigration Law (2 units)**

This course surveys the various Constitutional and statutory basis for regulation of immigrants and non-immigrants. Topics include citizenship and naturalization, sources of immigration power, federal agencies and courts, admissions/procedures, constitutional rights of aliens, deportability and relief from removal and refugees and political asylum.

### **Independent Study/Internship**

Independent study and Internship programs are available to second-, third-, and fourth-year law students upon approval of the Dean. Independent study programs include a variety of internships, scholarly research/writing projects, and work-study. A maximum of 3 units per semester is allowed; 2 units may be taken per semester in the Summer. A maximum of six units of independent study may be applied towards the student's total units required for graduation. Students are required to spend 45 hours of research/internship work per one unit of academic credit.

**Warning:** Neither internships nor independent study are approved for veterans' benefits.

### **Insurance Law (3 units)**

Students will gain an understanding of the Law of Insurance. Specifically, the course

encompasses 1<sup>st</sup> Party Liability, Automotive, Commercial & Home Policies. In addition, the course will also touch on the Duty to Defend, Bad Faith and Negotiation.

**Introduction to Law (2 or 3 units)**

This class introduces the beginning law student to the techniques of legal study, case briefing, legal research, and factual analysis. Students will also be introduced to the decision-making processes of the various courts and agencies.

**Labor Law (2 or 3 units)**

This class covers the law governing the relations between employer and employee. State and federal legislation relative to collective bargaining, including collective agreements, strikes, boycotts, and picketing, are discussed.

**Land Use (3 units)**

This course covers the law relating to the principal methods used by federal, state and local governments to regulate the use and development of land. Special emphasis is given to California land use regulations.

**Legal Research (2 units)**

Students are taught how to perform basic research in the school's law library, using state and federal sources, as well as computerized legal research.

**Legal Skills Development (2 units)**

Students are required to write essays for all non-elective areas of study, demonstrating the ability to identify issues, recite the relevant rules of law that are raised by the facts, apply the facts to the rules, and develop reasoned conclusions that are supported by legal analysis.

**Legal Writing I and II (4 units)**

This is a practical course requiring students to write several essays for critique and grading. Students will learn how to identify central themes and issues, recite the relevant rules of law that are raised by the facts, apply the facts to the rules, and develop reasoned conclusions that are supported by legal analysis.

**Moot Court (2 units)**

Students prepare and orally present arguments from simulated appellate court cases. Research teams consist of students who take opposing sides of an issue.

**Practical Skills (2/3 units)**

This course is in the phase of being developed.

**Professional Responsibility (2 units)**

This class covers the organization and rules regulating the legal profession, including the unauthorized practice of law, the attorney-client relationship, advertising limits, solicitation of clients, group legal services plans, compensation, fiduciary duties, trust funds, conflicts of interest, withdrawal from employment, zealous representation, disciplinary actions, canons of professional responsibility, and ethics.

### **Real Property I & II (6 units)**

This class covers common law estates in land, along with modern concepts such as cotenancy, landlord-tenant, forms of ownership, transfers, escrows, title insurance, recording statutes, zoning and land use law.

### **Remedies I & II (6 units)**

This class focuses on the remedies for intentional torts (of assault, battery, false imprisonment, trespass), the quasi-intentional torts (of privacy, libel and slander), strict liability (for abnormally dangerous activities, wild animals, and products), negligence, and defenses. In addition, remedies for contracts of damages, restitution, rescission and specific performance are discussed. Issues of jury rights and attorney fees are also covered.

### **Torts I & II (6 units)**

In the first semester, intentional torts & negligence are covered in detail. The second semester focuses on areas such as products liability, nuisance, misrepresentation, defamation, right to privacy & other civil rights.

### **Trial Advocacy (3 units)**

Students study the techniques and strategies for drafting briefs, pleadings, and discovery and trial motions and devises. The class will stage a mock trial with teams representing the plaintiff and the defendant.

### **Wills & Trusts (6 units)**

These courses cover transfer of property at death or via intervivos conveyance, the principles of estate planning, intestate succession, the execution of wills, private express trusts, informal and incomplete trusts, gifts to charity, interrelating testamentary and intervivos transactions, future interests, social restrictions on perpetuities, and fiduciary duties and responsibilities.

### **Workers' Compensation (2 units)**

This course deals with the laws related to injuries sustained in the work setting and available remedies.

## **ETHICAL PRINCIPLES AND PRACTICES**

Students enrolled at UNC are expected to adhere to the highest standards of ethics, conduct, and scholarship. UNC reserves the right to dismiss any student whose conduct is, at anytime, below the required standard.

Students should conduct themselves in a responsible manner that reflects positively on UNC in terms of morality, honor and good citizenship. It is the responsibility of the students to maintain academic honesty and integrity and manifest their commitment to the goals of the University through their conduct and behavior. Any form of academic dishonesty or inappropriate conduct by the students or applicants may require the University to impose such penalties as deemed appropriate, ranging from warning to dismissal. Any such disciplinary action will be taken following the procedures of due process. Due process provides that students be informed in writing of the nature of the charges against them, that they be given a fair opportunity to refute the charges, and that there be provisions for appeal of a decision. UNC reserves the right to dismiss without notice any student who commits or threatens to commit an act of violence against any persons or who interferes with the safety of others; or who is disruptive to the learning environment.

### **REASONS FOR PROBATION, SUSPENSION AND DISMISSAL OF STUDENTS**

Following the procedure consistent with due process, a student may be placed on probation, suspended or dismissed, or given a lesser sanction for any of the following:

#### **Plagiarism**

Plagiarism is the presentation of someone else's ideas or work as one's own. An obvious form of plagiarism is intentionally stealing someone else's words and claiming they are yours. Using another person's sentence, phrase, or even a word that another person coined requires you to acknowledge the source of the sentence, phrase, or coined word. You can either use quotation marks or paraphrase the author (to avoid unintentional plagiarism, paraphrasing and quotations should both be properly cited). The sanctions for students found intentionally plagiarizing are outlined under "Penalties."

#### **Cheating or Other Academic Dishonesty**

Any form of academic dishonesty reveals a serious lack of personal academic integrity and detracts from the quality of a student's education. As such, it is a violation of University policy, not only because it diminishes the quality of student scholarship, but also because it defrauds those who rely on the integrity of the University's academic program.

Academic dishonesty is considered to be any form of cheating or plagiarism or attempt to obtain academic work through fraudulent, deceptive, or dishonest means. The following

definitions are not all-inclusive:

1. The intentional use or attempt to use unauthorized materials, information or study aids in any academic exercise, such as copying from another's test;
2. Using sources or materials not authorized by the instructor in an examination;
3. Altering graded materials;
4. Sitting for an examination by a surrogate or acting as a surrogate; or
5. Any act which defrauds the results of the academic process.

### Penalties

1. Faculty members are responsible for determining the type of academic sanction to be applied to students involved in individual incidents of cheating or plagiarism. Faculty may defer, however, to the Executive Dean in cases of extreme violations.
2. When an instructor has adequate evidence of academic dishonesty on the part of the student, it is the instructor's responsibility to take action against the student, notifying the Executive Dean regarding the type of academic dishonesty observed so that in extreme cases or in the case of repeated infractions the University may exercise the option of dismissal.

There are many variables affecting the severity of the administered penalties: whether the dishonesty was premeditated; the extent of the dishonesty; the relative importance of the dishonesty (one answer or an entire project); the relative importance of the academic exercise (quiz or final examination); whether the dishonesty was active or passive (copier vs. copyee).

Specific penalties that might be considered include any of the following:

1. Review, no action;
2. Warning;
3. Academic probation;
4. Requirement that the work be repeated;
5. Reduction of the grade on a specific work in question;
6. A failing grade for the work in question or for the entire course;
7. Dismissal from the University.

### ADDITIONAL REASONS FOR STUDENT DISCIPLINE

In addition to the reasons outlined above for probation, suspension, or dismissal, students may also be disciplined for the following reason:

1. Forgery or altering a University document, or knowingly providing false information;

2. Disruption of the educational or administrative process of the University by acts or expression;
3. Physical abuse or destruction of University property;
4. Physical abuse or threat of abuse to students, University employees, or their families, or any persons whether or not associated with the University;
5. Theft of University property;
6. Sale or knowing possession of illegal drugs or narcotics;
7. Obscene, lewd, or indecent behavior on University property;
8. Possession or use of deadly weapons or explosives;
9. Soliciting or assisting another to an act which would subject a student to a serious University sanction; or
10. Any action which would grossly violate the purpose of the University or the rights of those who comprise the University.

Students suspected of committing any of the above violations of University policy will be subject to disciplinary action that may include probation, suspension, or dismissal.

Any violations of the above policy (including all forms of academic dishonesty) may result in a student being barred from class, or completion of any further courses and graduation.

Disciplinary action is to be determined by the Executive Dean. In the event a student believes that he/she has been wrongfully charged and/or penalized, the student may appeal the decision to the Appeals Committee.

### APPEAL PROCEDURES

1. The Appeals Committee is to consist of a minimum of three and a maximum of five members. Members are appointed by the Dean of Students with at least two members being from the University faculty and at least one from the Administrative Staff. The Dean of Students shall serve as Chairperson for this committee and shall conduct the proceedings and report the Committee's decision. Members of the Committee are not to have had direct involvement in the case prior to the hearing.
2. A quorum shall be three members.
3. The accused student shall be notified in writing of the hearing date, time, and procedures at least seven working days prior to the hearing.
4. Hearing procedures:
  - a. A record will be maintained of the proceedings.
  - b. The Chairperson will read the charges to the Committee and call on any witnesses pertinent to the case.
  - c. The student will next be asked to present his/her case. The student may be questioned by any members of the committee. The student will be given an opportunity to challenge or rebut any testimony or evidence submitted against

him/her. The Chairperson may terminate the student's right to address the Committee if the student becomes abusive or persists in presenting irrelevant or repetitive evidence or information.

- d. If the accused student fails to appear, the Committee may find against the student after hearing the charges.
- e. An attorney or non-legal representative may be present to advise the students but may not examine witnesses or otherwise take part in the proceedings.
- f. The hearing will be closed and members of the Committee will take reasonable precautions to ensure that the proceedings remain confidential, unless disclosure is required by law.
- g. The Committee will deliberate in private and reach a decision. The Committee may acquit the student of the charges, sustain the penalty imposed by the Executive Dean, or specify new disciplinary action to be imposed.

### NOTIFICATION OF DECISION

The student will be informed in writing of the Committee's decision and of the student's right to appeal the decision. The letter is to be co-signed by the Executive Dean and the Dean of Students.



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