

**TEMPLE UNIVERSITY BEASLEY SCHOOL OF LAW
REGULATIONS OF THE FACULTY OF LAW
GOVERNING THE JURIS DOCTOR PROGRAM**

With Amendments through November 15, 2019

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I. PROGRAMS OF STUDY

- A. Student Classification. Each student is classified as a Full-Time Day Division student, a Part-Time Evening Division student or a Part-Time Day Division student. Student classification is determined initially in the process of acceptance for admission to matriculation.
- B. Full-Time Day Division Program.
1. Each Full-Time Day Division student (FT student) is classified as a first year, second year or third year FT student.
 - a. A FT student must complete both semesters of the Full-Time sequence of the mandated First Year Curriculum to be classified as a second year FT student.
 - b. A second year FT student must complete two (2) Upper Level Full-Time semesters [see Reg. I. B. 3.] to be classified as a third year FT student.
 2. A first year FT student must enroll in the Full-Time sequence of the mandated First Year Curriculum set forth below:

**FULL-TIME SEQUENCE
OF THE MANDATED FIRST YEAR CURRICULUM**

<u>Fall Semester</u>		<u>Spring Semester</u>	
Contracts	4 credits	Civil Procedure I	3 credits
Criminal Law I	3 credits	Constitutional Law	4 credits
Torts	4 credits	LRW* II	2 credits
LRW* I	3 credits	Property	4 credits
Litigation Basics	1 credit	1L Elective Course***	3 credits
ITS**	1 credit		
<u>Total:</u>	16 credits	<u>Total:</u>	16 credits

* Legal Research and Writing

** Introduction to Transactional Skills

*** Each Spring Semester, an Associate Dean for Academic Affairs shall schedule several “1L Elective Courses” to be taken by only first year FT students. These courses shall be designed to represent a departure from the traditional common law emphasis of the first-year curriculum. At least some of these courses shall offer first year FT students the opportunity to study a body of statutory and/or regulatory authority. Each first year FT student shall take one of these courses. An Associate Dean for Academic Affairs shall determine an appropriate method to enroll students in these courses which takes into consideration their preferences.

3. After the first year, a FT student must register for and complete four (4) Upper Level Full-Time semesters, which consist of a minimum of twelve (12) credits and a maximum of fifteen (15) credits unless permission to take an overload is granted.

[See Reg. I. E. for overloads] [See Reg. II. for Graduation Requirements.]

C. Part-Time Evening Division Program.

1. Each Part-Time Evening Division student (PTE student) is classified as a first year, second year, third year or fourth year PTE student.
 - a. A PTE student must complete the first two semesters of the Part-Time sequence of the mandated First Year Curriculum to be classified as a second year PTE

student.

- b. A second year PTE student must complete the third semester of the Part-Time sequence of the mandated First Year Curriculum and one (1) Upper Level Part-Time semester [see Reg. I. C. 3.] to be classified as a third year PTE student.
 - c. A third year PTE student must complete two (2) additional Upper Level Part-Time semesters [see Reg. I. C. 3.] to be classified as a fourth year PTE student.
2. A first year PTE student must enroll in the first two semesters of the Part-Time sequence of the mandated First Year Curriculum and a second year PTE student must enroll in the third semester of the Part-Time sequence of the mandated First Year Curriculum set forth below:

**PART-TIME SEQUENCE
OF THE MANDATED FIRST YEAR CURRICULUM**

First Year

Fall Semester

Contracts	4 credits
Torts	4 credits
LRW* I	3 credits
Litigation Basics	1 credit
Total:	12 credits

Spring Semester

Civil Procedure I	3 credits
Property	4 credits
LRW* II	2 credits
ITS**	1 credit
Total:	10 credits

* Legal Research and Writing

** Introduction to Transactional Skills

Second Year

Fall Semester

Criminal Law I	3 credits
Constitutional Law	4 credits
Elective Course(s)	2 or 3 credits
Total:	10 or 11 credits

3. After the third semester of the Part-Time sequence of the mandated First Year Curriculum, a PTE student must register for and complete five (5)* Upper Level Part-

Time semesters, which consist of a minimum of eight (8) credits and a maximum of eleven (11) credits unless permission to take an overload is granted. [See Reg. I. E. for overloads] [See Reg. I. G. for Transfer to a Different Program] [See Reg. II. for Graduation Requirements.]

* A PTE student may elect to register for and complete four (4), rather than five (5), Upper Level Part-Time semesters if the student will have earned sufficient credits and met all other Graduation Requirements. [See Reg. I. L. for Accelerated Graduation.]

D. Part-Time Day Division Program.

The Part-Time Day Division Program is identical in content to the Part-Time Evening Division Program described above except that it is in the Day Division and the Part-Time sequence of the mandated First Year Curriculum will be adjusted by the Assistant Dean for Students as necessary to reflect the differences in the sequencing of First Year courses in the Day and Evening Divisions. A student will not be admitted into the Part-Time Day Division Program unless they demonstrate that neither the Full-Time Day Division Program nor the Part-Time Evening Division Program is a reasonable educational alternative for them.

E. Underloads and Overloads.

1. Except as provided in this Regulation, a student shall register within the course load limits set forth in Reg. I. for their Program. An underload or overload is not permitted without the approval of the Assistant Dean for Students. An unauthorized overload may result in cancellation of registration in sufficient courses to bring the student within the maximum course load limit for their Program.
2. Upon petition setting forth the reason or reasons for an underload or overload, the Assistant Dean for Students may permit an underload or overload of one (1) credit. A student may not receive permission to overload in more than one semester, except that a part-time Evening or part-time Day student may receive permission to overload in not more than two semesters.
3. A Full-Time student who will be registering for sufficient credits to graduate on time

may elect to enroll for an underload of eleven (11) credits during either the student's fifth or sixth semester (but not both). A petition for permission is not required.

4. An underload or overload shall not result in a change of program classification for tuition or any other purpose.

F. Cross Registration Between Divisions.

Day students are permitted to enroll in one (1) evening course per semester. Evening students are permitted to enroll in two (2) day courses per semester. However, some courses or sections of courses may be restricted to the students of one Division. Also, certain courses each semester are designated as being neither "day" nor "evening" courses and those courses do not count toward the semester maximum.

G. Transfer to a Different Program.

1. A Full-Time Day Division student who has completed the Full-Time sequence of the mandated First Year Curriculum and three (3) Upper Level Full-Time semesters may not transfer to either Part-Time program for their final semester.
2. A Part-Time student who has completed the first two semesters of the Part-Time Sequence of the Mandated First Year Curriculum in either Division may transfer to the Full-Time Day Division program and will be eligible for graduation after completing four (4) Upper Level Full-Time semesters. A student who makes this transfer must take Criminal Law I and Constitutional Law at the first possible opportunity as determined by the Assistant Dean for Students. A student who announces their intention to make this transfer prior to the start of the second semester of the Part-Time Sequence of the Mandated First Year program may take, with the permission of the Assistant Dean for Students, Constitutional Law during that second semester.
3. In any situation not covered by Reg. I. G. 1. or 2., above, transfer to a different Program is accomplished by petition for cause shown. Such petition must be filed with the Assistant Dean for Students as soon as possible before the semester for which the transfer is sought. In granting such a petition, the Assistant Dean for Students may impose whatever conditions are appropriate.

4. Any change in Program may affect Financial Aid.

H. Summer and Intersession Study.

A student may elect to register for up to six (6) credits in courses offered in any Summer Session or Program offered by the Law School. A student may elect to register for up to three (3) credits in a Guided Research project or Practicum during a Summer with the consent and participation of a full-time faculty supervisor. A student who is beyond the first year may elect to register for up to three (3) credits in courses offered in any Intersession offered by the Law School.

I. Graduate Level Law School Courses. A J.D. student may enroll in only those Graduate Level Law School courses which have been designated by the Faculty as being open to J.D. students. All prerequisites and conditions must be satisfied. Permission from the Director of the Graduate Program is required.

J. Study Outside the Law School. Except as provided in Reg. J. 1., 2., and 3., below, a student may not earn Law School credits for academic work outside the Law School.

1. Study At Other Temple University Schools and Colleges. The Law School has formal dual degree programs with certain other Temple University schools and colleges in which students may earn Law School credits for academic work at the other school or college, consistent with the terms of the formal arrangement. Upon petition for good cause, the Administrative Committee is authorized to approve an individualized dual degree program with another school or college. Good cause requires a showing that the individualized dual degree program will further the soundness of the student's legal education in a manner that could not be otherwise achieved. If admitted into a formal or individualized dual degree program, a student may earn a maximum of twelve (12) Law School credits for academic work at the other school or college in that program. A student may not participate in more than one dual degree program.

2. Study At Foreign Institutions. The Law School has formal arrangements with certain partner institutions around the world in which students may earn Law School credits for academic work at the foreign institution, consistent with the terms of the formal

arrangement. Upon petition for good cause, the Administrative Committee is authorized to approve individualized programs at other foreign institutions. Good cause requires a showing that the individualized program will further the soundness of the student's legal education in a manner that could not be achieved in an established program at a partner institution and that all ABA requirements for foreign study will be met. If admitted into a formal or individualized program at a foreign institution, a student may earn a maximum of fifteen (15) Law School credits for academic work at the foreign institution in that program. A student may not participate in more than one program at a foreign institution.

3. Study At Other Law Schools.

- a. For good and sufficient reason, the Assistant Dean for Students may permit a student who has completed the mandated First Year Curriculum to take one or two semesters at an American Bar Association (ABA) approved, Association of American Law Schools (AALS) member law school in another geographical location. The student may earn a maximum of thirty (30) Law School credits for such academic work at the other law school.
- b. For good and sufficient reason, the Assistant Dean for Students may permit a student to undertake summer study at an ABA approved, AALS member law school in another geographical location. Good and sufficient reason requires a showing that the summer program will further the soundness of the student's legal education in a manner that could not be achieved through study in a Law School program. Moreover, the Assistant Dean for Students will grant permission to attend another law school's summer abroad program only if the program has received final ABA approval, the program's duration is comparable to that of Temple's Summer Sessions Abroad, the program is in a country where Temple does not conduct a Summer Session Abroad and the law school conducting the summer abroad program permits its students to enroll and receive credit in Temple's Summer Sessions Abroad Program. A student may earn a maximum of six (6) Law School credits for academic work in a summer program at another

law school and may not participate in more than one summer program offered by another law school. A student may not attend a Law School Summer Program and a summer program offered by another law school in the same summer.

- c. The precise courses taken at another law school must receive the written approval of the Assistant Dean for Students.
 - d. No credit shall be given for any work at another law school for which the grade received was less than the average grade required for graduation at the other institution. Only credits will be transferred to the Law School. Grades earned at another law school will be calculated into the student's cumulative average only to determine whether the student qualifies for graduation honors. Grades earned at another law school will not be reflected on the student's permanent transcript or enable the student to qualify for Dean's List. A student is not eligible for graduation prizes for work completed at another law school (such as a prize for best paper or best grade in a course), nor shall a student who takes one or both of their final two semesters at another law school be eligible for graduation prizes based cumulative grade point average.
 - e. Arrangements for attendance at another law school are to be made by the student independently, and are not deemed to be a service of Temple University Beasley School of Law. Proof of registration, however, must be presented to the Assistant Dean for Students.
 - f. The total number of credits taken at another law school is deemed cumulative for purposes of both regular academic sessions and summer sessions, and the total is limited to thirty (30) credits.
- K. Accelerated Graduation. A Part-Time student may graduate upon completion of seven (7) Part-Time semesters if all other graduation requirements have been satisfied. A Full-Time student may not use Summer or Intersession study to accelerate their graduation date.
- L. Employment During the Academic Year.
- 1. A Full-Time student shall devote substantially all of their working hours to the study

of law during the academic year. The Part-Time Evening and Day Programs accommodate students who must earn income while studying. A first year Full-Time student may not engage in employment during the academic year without the express written consent of the Assistant Dean for Students. A second or third year Full-Time student may not engage in employment (outside and/or inside the law school) for more than twenty (20) hours per week during the academic year.

2. A Full-Time student who violates the above restrictions shall be subject to compulsory transfer to the appropriate Part-Time Program and the resulting cancellation of registration in sufficient courses to bring the student's curriculum in compliance with the course load limits applicable to such Program. The student also will be subject to any alternative or additional restrictions and conditions that the Assistant Dean for Students determines are appropriate.
3. Failure to supply accurate information relative to outside employment when requested shall be deemed a willful breach of regulations which constitutes sufficient ground for referral to the Disciplinary Code Counsel.

II. REQUIREMENTS FOR GRADUATION

A. Academic Requirements for Graduation. To graduate, a candidate for the Juris Doctor degree must:

1. Earn at least eighty-eight (88) credits. Not more than fifteen (15) of these credits may be earned in Distance Education Courses. At least sixty-four (64) of these credits must be earned in Law School courses which have regularly scheduled classes, are Clinical Courses, are Distance Education Courses, or are courses taken at a foreign institution in an approved program [See Reg. I. J. 2.]. Law School credits earned for academic work at another Temple University school or college [See Reg. I. J. 1.] may not be used to meet this sixty-four (64) credit requirement.
2. Achieve a cumulative average of at least 2.00.
3. Successfully complete all courses in the Mandated First Year Curriculum, other than the "1L Elective Course" in the Full-Time Sequence. [See Reg. I. (Programs of

Study) and See Reg. II. B. 1. for the definition of Successful Completion.]

4. Complete the Program of Study in which the student is matriculated. [See Reg. I (Programs of Study).]
5. Successfully complete a 2- or 3-credit Professional Responsibility course. [See Reg. II. B. 2. for the definition of Successful Completion.]
6. Successfully complete the Upper Level Writing Requirement. [See Reg. II. C. (Upper Level Writing Requirement) and See Reg. II. B. 3. for the definition of Successful Completion.]
7. Successfully complete one or more Experiential Courses totaling at least six (6) credits. [See Reg. III. C. (Experiential Courses) and See Reg. II. B. 4. for the definition of Successful Completion.]

NOTE: For students who matriculated prior to fall semester 2016, the details of the Professional Skills Requirement are available elsewhere.

8. The Integrated Transactional Program may not be used toward both satisfaction of the Upper Level Writing Graduation Requirement and satisfaction of the Experiential Courses Graduation Requirement. [See Reg. II. A. 6. & 7. above.]

B. Successful Completion of Courses.

1. First Year Courses

- a. For all courses in the Mandated First Year Curriculum, “Successful Completion” means attaining a grade of D or better. (The “1L Elective Course” in the Full-Time Sequence is not subject to this successful completion requirement.)
- b. A student who receives a grade of F or FA in LRW I may not then take LRW II in sequence but, instead, must retake LRW I at the next possible opportunity, as ascertained by the Assistant Dean for Students, and then must take LRW II in sequence. A student who receives a grade of F or FA in LRW II must retake, at the next possible opportunity, as ascertained by the Assistant Dean for Students, (i) both LRW I and II in sequence if the student had received a grade below C in LRW I; or (ii) only LRW II if the student had received a grade of C or better in LRW I.

- c. A student who receives a grade of F or FA in any course in the Mandated First Year Curriculum, other than the “1L Elective Course” in the Full-Time Sequence and other than LRW I or II, must retake the course at the next possible opportunity, as ascertained by the Assistant Dean for Students.
2. Professional Responsibility
 - a. For a Professional Responsibility course, “Successful Completion” means attaining a grade of C or better. A Professional Responsibility course may not be graded on the S/U basis.
 - b. A student who receives a grade below C in a Professional Responsibility course must retake the course.
3. Upper Level Writing Requirement
 - a. For a Writing Seminar or a Guided Research project to satisfy either Component of the Upper Level Writing Requirement, “Successful Completion” means attaining a grade of C or better.
 - b. For the Integrated Transactional Program to satisfy the Serial Writing Component of the Upper Level Writing Requirement, “Successful Completion” means the supervising full-time faculty member must certify that if the student’s work had been graded on the letter graded scale it would have earned a grade of C or better.
 - c. For a note or comment for one of the Temple journals or a brief (or the equivalent) in a Moot Court, Jessup or Giles Rich competition to satisfy the Research Paper Component of the Upper Level Writing Requirement, “Successful Completion” means having the supervising full-time faculty member certify that the academic endeavor met the requirements set forth in Reg. II. C. 2. c. and that if the endeavor had been graded on the letter graded scale it would have earned a grade of C or better.
4. Experiential Courses. For the credits earned in an Experiential Course to count toward satisfaction of Graduation Requirement II. A. 7, “Successful Completion” means attaining a grade of C or better or, if the course is graded on the S/U basis,

attaining a grade of S or S+.

C. Upper Level Writing Requirement.

NOTE: For students who matriculated prior to fall semester 2015, the details of the Upper Level Writing Requirement are available elsewhere.

The "Upper Level Writing Requirement" has two components: A two (2) or three (3) credit Serial Paper Component and a two (2) or three (3) credit Research Paper Component. A student must satisfy both components. The purpose of the Upper Level Writing Requirement is to provide students with multiple opportunities to engage in legal writing while receiving formative feedback that will allow them to hone and improve their writing skills.

1. Serial Paper Component.

- a. To satisfy the Serial Paper Component a student must successfully complete (i) a course designated on the Course Schedule as a Serial Paper Writing course, or (ii) a letter graded Guided Research project certified by the supervising full-time faculty member as meeting the requirements set forth in Reg. II. C. 1. c. below, or (iii) the Integrated Transactional Program, but only if the supervising full-time faculty member certifies that the academic endeavor met the requirements set forth in Reg. II. C. 1. c. below. [See Reg. II. A. 8. for the prohibition on the use of the Integrated Transactional Program toward both satisfaction of the Serial Paper Component and the Experiential Course Graduation Requirement.] [See Reg. II. B. 3. for the definition of Successful Completion.]
- b. The purpose of the Serial Paper Component is to improve the student's writing by giving the student feedback on a series of shorter writing assignments completed throughout the semester. This includes formative feedback that allows the student to assimilate and operationalize the supervising faculty member's comments by rewriting and resubmitting a particular writing assignment, and/or by completing subsequent writing assignments similar in form.
- c. An endeavor that satisfies the Serial Paper Component shall require the student to write a minimum of four (4) separate writing assignments and to have received

detailed, written comments and other formative feedback from the supervising faculty member on each of those assignments. The assignments can consist of memoranda, white papers, legal documents or portions thereof, client letters, reflection essays, book reviews, Congressional or similar testimony, opinion essays (op eds), and any other legal writing. The length of each assignment and the degree of independent research to be conducted by the student will be determined by the supervising faculty member. The writing must be substantial, generally comprising a total of at least 8,000 words. [An endeavor for which a student earns three (3), rather than two (2), credits may need to require writing comprising significantly more than 8,000 words in order to comply with the definition of a credit. See Reg. V. C. 4.]

2. Research Paper Component

- a. To satisfy the Research Paper Component a student must successfully complete (i) a course designated on the Course Schedule as a Research Paper course, or (ii) a letter graded Guided Research project certified by the supervising full-time faculty member as meeting the requirements set forth below, or (iii) a note or comment for one of the Temple journals, or a brief (or the equivalent) in a Moot Court, Jessup or Giles Rich competition, certified by the supervising full-time faculty member as meeting the requirements set forth in Reg. II. C. 2. c. below. [See Reg. II. B. 3. for the definition of Successful Completion.]
- b. The purpose of the Research Paper Component is to improve a student's writing, research, organizational and analytical skills by giving the student an opportunity to conduct substantial and in-depth independent research into a specific topic or area of the law and to analyze, organize and synthesize the results and implications of that work.
- c. An endeavor that satisfies the Research Paper Component shall require a student to conduct substantial research beyond the reading of material assigned for regular class discussion and to write a comprehensive, analytical piece of substantial length, generally comprising at least a total of 8,000 words. [An

endeavor for which a student earns three (3), rather than two (2), credits may need to require writing comprising significantly more than 8,000 words in order to comply with the definition of a credit. See Reg. V. C. 4.] This endeavor shall include formative feedback from the supervising faculty member, either by detailed, written comments on successive foundational assignments (e.g. thesis statement, research report, outline) or on a full draft that the student can revise and resubmit.

D. Time Period to Complete the Academic Requirements for Graduation.

A candidate for the Juris Doctor degree must complete the academic requirements for graduation within six (6) years from matriculation (omitting periods of leave of absence to perform active military service).

E. Faculty Determination that a Candidate is Otherwise Qualified.

Satisfaction of the academic requirements for graduation within the prescribed time period qualifies a candidate for consideration by the Faculty of Law for the Juris Doctor degree. Upon further determination that the applicant is otherwise qualified, the Faculty will recommend to the appropriate University authorities that the Board of Trustees confer the degree of Juris Doctor.

III. **COURSES AND OTHER ACADEMIC WORK; GRADING; SYLLABI**

- A. Exam Courses. In courses designated as Exam Courses, there shall be a Final Examination which is graded anonymously and which shall constitute at least sixty percent (60%) of the Final Grade. The faculty member may elect to include in the Final Grade any combination of anonymously or non-anonymously graded quizzes (or other forms of examination), exercises, papers, or, except in courses in the mandated First Year Curriculum, class participation, which together shall not constitute more than forty percent (40%) of the Final Grade. If the faculty member elects to include graded class participation in the Final Grade, it shall not constitute more than ten percent (10%) of the Final Grade. The grading method elected by the faculty member must be described in the syllabus and must be announced in the first class so students may take advantage of the

opportunity for schedule revision (drop/add). The Final Grade for every student in the course shall be calculated using the same method. The grade earned on such graded quizzes (or other forms of examination), exercises, and/or papers, if the faculty member elects to have any, shall be communicated to the students in a timely manner in order to provide formative feedback. [See Reg. IV. for Final Examinations.]

B. Writing Seminars. In a course designated as a Writing Seminar, at least seventy-five percent (75%) of the final grade must be based on work related to written projects, which may include research, presentations, drafts and punctuality. The faculty member may elect to include in the Final Grade any combination of anonymously or non-anonymously graded Final Examination, quizzes (or other forms of examination), exercises, or class participation, which together shall not constitute more than twenty-five percent (25%) of the Final Grade. The grading method elected by the faculty member must be described in the syllabus and must be announced in the first class so students may take advantage of the opportunity for schedule revision (drop/add). The Final Grade for every student in the course shall be calculated using the same method. The grade earned on such graded quizzes (or other forms of examination) and exercises, if the faculty member elects to have any, shall be communicated to the students in a timely manner in order to provide formative feedback.

C. Experiential Courses.

1. In General. Experiential Courses are courses designated as Clinical Courses, Externship Courses, Simulation Courses or Practicums. Experiential Courses must be primarily experiential in nature and must:

- a. Integrate doctrine, theory, skills, and legal ethics, and engage students in performance of one or more of the professional and problem-solving skills identified in the Law School's Student Learning Outcome 4;
- b. Develop the concepts underlying the professional skills being taught;
- c. Provide multiple opportunities for performance; and
- d. Provide opportunities for self-evaluation.

2. Clinical Courses provide students with a substantial lawyering experience that involves advising or representing actual clients or serving as a third-party neutral under the direct supervision of a faculty member, who provides the students with a classroom instructional component, feedback on their performance, and a structure for self-evaluation and other contemporaneous reflection on their experiences. Internal Clinical Courses are taught by full-time faculty members and are housed at the Law School. External Clinical Courses are taught by adjunct faculty members and are housed outside the Law School.
3. Externship Courses provide students with the opportunity to represent actual clients or to serve as a judicial clerk under the overall supervision of a faculty member, who provides the students with a classroom instructional component and a structure for self-evaluation and other contemporaneous reflection on their experiences. Under the supervision of the faculty member, other attorneys or judges at the community partner placement, together with the faculty member, provide direct supervision of and feedback on the students' work.
4. Simulation Courses provide students with the opportunity to engage in exercises, not involving an actual client, which have been devised or adopted by the faculty member to enable the students to realistically simulate the experience of a lawyer representing a client or engaging in other lawyering tasks. The faculty member provides the students with a classroom instructional component, feedback on their lawyering performances, and a structure for self-evaluation and other reflection on their experiences.
5. Practicums
 - a. Practicums may be for two (2) or three (3) credits and provide students with an experiential learning project in which the students actively engage, with supervision, in the work of a professional with a J.D. degree. Students also have a tutorial experience with a full-time faculty member, who provides academic oversight of the project, including a structure for self-evaluation and other contemporaneous reflection on the student's experiences, to assure and enhance

the educational value of the project. Through regular contact with the on-site supervisor and regular meetings with the student, the full-time faculty member assures the quality of the student's educational experience, including the appropriateness of the supervision, the sufficiency of the training the student receives and the student work; monitors the student's contemporaneous self-evaluation and other reflection; and evaluates the student's academic performance. In addition to meeting regularly with the full-time faculty to discuss the student's experiences, the student must produce at least one paper or presentation for the full-time faculty member which reflects on an issue that arises in their placement.

- b. A Practicum must be S/U (“Pass/Fail”) graded unless the full-time member directly supervises the student's work and chooses to use a letter grade. The full-time faculty member must inform the Office of Student Services at time the Practicum starts of the decision to use a letter grade.
- c. The student is responsible for submitting a fully completed Practicum Agreement, with all necessary signatures, to the Office of Student Services. If the Practicum is being taken in a Fall or Spring semester, the completed Practicum Agreement must be submitted prior to the start of classes for the semester. If the Practicum is being taken in a summer, the completed Practicum Agreement must be submitted prior to the start of the Practicum.
- d. A Practicum may not be used to fulfill either Component of the Upper Level Writing Requirement.
- e. A student may not register for more than one (1) Practicum in any one semester or summer.
- f. A student may not register for more than one (1) Practicum and one (1) Guided Research project in the same semester or summer.
- g. A student shall receive no more than a total of twelve (12) credits toward the Graduation Requirement of eighty-eight (88) credits for Practicums and Guided Research combined.
- h. A student may not register for more than two Practicums and Guided Research

projects combined with the same full-time faculty member.

D. Non-Exam Courses. The Faculty may approve other courses which do not fit within the categories provided above. Such courses are designated as Non-Exam Courses.

E. Distance Education Courses. Distance Education Courses are Exam Courses, Writing Seminars, Experiential Courses and Non-Exam Courses in which students are separated from the faculty member or each other for more than one-third of the instruction and the instruction involves the use of technology to support interaction among students and between the students and the faculty member, either synchronously or asynchronously. A Distance Education Course must provide opportunity for regular and substantive interaction between the faculty member and the student and among students, and there must be regular monitoring of student effort by the faculty member and opportunity for communication about that effort. An effective process for verifying the identity of the students taking the Distance Education Course and that also protects student privacy is required.

F. Guided Research.

1. A full-time faculty member may agree to supervise a student in a Guided Research project for 1, 2 or 3 credits. The student must engage in at least forty-five hours of research and writing for each credit. The student must meet with the full-time faculty member regularly, normally once a week at a fixed time, to discuss the week's work. The full-time faculty member has the option of assigning a letter grade or using the S/U ("pass/fail") scale. Unless the full-time faculty member sets an earlier deadline, all required written work must be submitted to the full-time faculty member by the end of the examination period of the semester in which the student is registered for the Guided Research or prior to the start of classes for the following Fall semester if the student is registered for the Guided Research in a summer.
2. The student is responsible for submitting a fully completed Guided Research Approval Form, with the full-time faculty member's signature, prior to the end of the schedule revision (drop/add) period for the semester in which the Guided Research project will take place or prior to the start of the project if the Guided Research will

take place in a summer.

3. A student may not engage in Guided Research in any one semester or summer for more than three (3) credits. [See Reg. III. C. 5. f. for the limitation on registering for Guided Research and a Practicum in the same semester or summer. See Reg. III. C. 5. g. for the limitation on the total number of credits for Practicums and Guided Research combined that may be used toward the Graduation Requirement of eighty-eight (88) credits. See Reg. III. C. 5. h. for the limitation on the number of Practicums and Guided Research projects combined that may be taken with the same full-time faculty member.]

G. Journals. The Journals are the Temple Law Review and the Temple International and Comparative Law Journal. See separate documents for regulations governing the operations of the Journals and the selection of members.

1. A staff member of a Journal may receive three (3) ungraded credits for Journal work performed during the academic year. The staff member may choose how to allocate the credits between the Fall Semester and the Spring Semester. To earn this academic credit, the staff member must complete a note or comment, which is certified by the supervising faculty member as meeting the Research Component of the Upper Level Writing Requirement. [See Reg. II. C. 2. c.] The staff member must also successfully complete all assigned journal tasks, as certified by the Journal's editor-in-chief. The work on the note or comment must not be the basis for the award of any other academic credit, except that the student may receive permission from the appropriate editorial board member and faculty advisor to expand or change written work so that it is substantially different from the work that has been or will be the basis for other credit.
2. An editor-in-chief, managing editor, or executive editor of a Journal may receive three (3) ungraded credits for Journal work performed during the academic year. All other editors of a Journal may receive two (2) ungraded credits for Journal work performed during the academic year. The editor may choose how to allocate the credits between the Fall Semester and the Spring Semester. To earn this academic

credit, a faculty advisor must certify that the editor satisfactorily completed all assigned editorial and other journal tasks.

H. Trial Team. See a separate document for regulations governing the operations of the Trial Team and the selection of members.

1. In addition to earning academic credit for taking mandatory courses, a member of the Trial Team in the first year of participation may receive one (1) ungraded credit in the Fall Semester and one (1) ungraded credit in the Spring Semester for competition performance during the academic year. To earn this academic credit, the Director of Advocacy Programs must certify that the student's competition performance was satisfactory.
2. In addition to earning academic credit for taking mandatory courses, a member of the Trial Team in the second year of participation may receive one (1) ungraded credit for competition performance. The student may elect to receive the credit in the Fall Semester or in the Spring Semester, provided that the student participated on the team during the semester in which the credit is received. To earn this academic credit, the Director of Advocacy Programs must certify that the student's competition performance was satisfactory.

I. Moot Court Competition Team. See a separate document for regulations governing the operations of the Moot Court Competition Team and the selection of members.

1. In the first year of participation, a member of the Moot Court Competition Team earns academic credit only for taking a mandatory course.
2. In the second year of participation, a member of the Moot Court Competition Team may receive two (2) ungraded credits for competition performance. The member may choose how to allocate the credits between the Fall Semester and the Spring Semester. To earn this academic credit, a faculty advisor to the Moot Court Competition Team must certify that the student's competition performance was satisfactory and that the student satisfactorily completed all other assigned team tasks.

J. Jessup Moot Court Team. See a separate document for regulations governing the operations of the Jessup Moot Court Team and the selection of members.

A member of the Jessup Moot Court Team may receive two (2) ungraded credits for competition performance. The member may choose how to allocate the credits between the Fall Semester and the Spring Semester. To earn this academic credit, a faculty advisor to the Jessup Moot Court Team must certify that the student's competition performance was satisfactory and that the student satisfactorily completed all other assigned team tasks.

K. Other Moot Court Competitions. The Curriculum Committee is authorized to approve the award of academic credit to a student for performance in a moot court competition other than one referred to in Reg. III. I. & J., above, if participation in the competition has been approved by the Dean.

L. Syllabi.

1. Every Exam Course, Writing Seminar, Clinical Course, Externship Course, Simulation Course, and Non-Exam Course is required to have a Syllabus which is made available to students in the course and to the Law School Administration by posting on Canvas.
2. A Syllabus must conform to the University's Course Syllabi Policy.
<https://www.temple.edu/secretary/sites/secretary/files/policies/02.78.13.pdf>
3. A Syllabus must describe how the course will be graded (the summative assessments that will be employed). Notice must be provided in the Syllabus if the course will or might have a Take-Home Exam.
4. A Syllabus must describe the learning outcomes for the course and how they relate to the Law School's institutional Learning Outcomes. The Syllabus must also describe the formative assessment methods that will be used to provide feedback throughout the semester or session to students in the course on the extent to which they are achieving the course-based and relevant institutional Learning Outcomes.
5. A Syllabus must describe how the assignments and other academic endeavors in the course will comply with the Law School's Credit Policy, which requires that students engage in course related academic work for at least 45 "hours" for every credit earned. [See Reg. V. C. (Credit Defined)]

M. Approval of Courses and Course Names. All Courses, including Distance Education Courses, shall be approved by the Faculty upon the recommendation of the Curriculum Committee. Such approval shall include the course name, the academic content of the course, the method of course delivery, and the method of evaluating student performance in the course. Any changes in the name, academic content, method of delivery or method of evaluating student performance must be similarly approved. [See Reg. XIII. B. for approval by the Curriculum Committee without seeking approval of the Faculty when such approval is not practically feasible.]

IV. FINAL EXAMINATIONS AND WRITTEN WORK

- A. Eligibility to Receive Final Grades. Students are eligible to take final examinations, submit papers and receive final grades only in courses in which they are duly registered. [But See Reg. VI. D. for Sanction for Irregular Attendance in a Single Course.]
- B. Anonymity and Submission of Final Grades.
1. Final Examinations shall be graded anonymously in Exam Courses. If a faculty member, consistent with the regulations governing courses contained in Reg. III., has elected to include in the Final Grade a combination of an anonymously graded Final Examination and other non-anonymously graded academic endeavors, the faculty member shall submit the grades earned on the Final Examination to the Office of Student Services, which will then “break the code” and inform the faculty member of the examination numbers of the students in the course. The faculty member shall then determine and submit a Final Grade for each student registered in the course.
 2. Faculty members shall submit Final Grades at the times and in the manner established by the Assistant Dean for Students.
- C. Types of Final Examinations.
1. Scheduled Exams are taken at the Law School on the dates and at the times set by the Assistant Dean for Students and posted on the Exam Schedule for the semester or Summer Session.

2. The Assistant Dean for Students shall set certain dates and times (“Free Slots”) when Unscheduled Exams may be taken and shall post those dates and times on the Exam Schedule for the semester or Summer Session. Unscheduled Exams are taken at the Law School during a Free Slot of the student’s choosing. Note: Dates and times for exams in Semester Abroad and Summer Abroad Programs are set by the Program Director.
 3. The Assistant Dean for Students shall determine which courses have Scheduled Exams and which courses have Unscheduled Exams.
 4. Take-Home Exams.
 - a. Take-Home Exams may be taken at any place of the student’s choosing. Faculty members teaching a course with a Final Examination may choose to have a Take-Home Exam in the course. The Take-Home Exam must conform to the procedures for Take-Home Exams established by the Assistant Dean for Students, including the options established by the Assistant Dean for Students for the length of time students have to complete the Take-Home Exam.
 - b. A faculty member must inform the students in the course during the first class session and on the course syllabus of the possibility that the Final Examination in the course will be a Take-Home Exam. The faculty member must decide and announce to the students in the course, and to the Assistant Dean for Students, whether the Final Examination will be a Take-Home Exam by the end of the fourth week of classes in the semester, or by the end of the second week of classes if the course is offered in a Summer Session.
 - c. Take-home examinations may not be given as closed book examinations. Open book examinations with restrictions on materials students may consult are permitted.
- D. Final Examination Schedule and Procedures. All Final Examinations must be taken in accordance with the schedule and procedures for Scheduled, Unscheduled and Take-Home Examinations that are established by the Assistant Dean for Students and are posted prior to each examination period. Note: Schedules and procedures for exams in

Semester Abroad and Summer Abroad Programs are set by the Program Director.

E. Final Examination Conflicts.

1. A Final Examination conflict exists whenever a student is scheduled to take two (2) or more Scheduled Exams that begin within a 30-hour period. The Assistant Dean for Students will determine which exam(s) is to be taken as scheduled and which exam(s) is to be postponed. Unless the Assistant Dean for Students determines otherwise, the student must take the postponed exam(s) in a subsequent available "Free Slot" of the student's choosing. No examination may be taken in advance of its scheduled administration.
2. The Assistant Dean for Students will determine whether a Take-Home Exam creates a conflict with another Final Examination(s), and, if so, how the conflict shall be resolved. The Assistant Dean for Students shall be guided by the provisions for Scheduled Exam conflicts set forth in IV. E. 1., above.

F. Review of Final Examinations and Grade Changes. creates a conflict with another Final Examination(s), and, if so, how the conflict shall be resolved. The Assistant Dean for Students shall be guided by the provisions for Scheduled Exam conflicts set forth in IV. E. 1., above.

1. A Final Grade duly recorded by a faculty member in a course is final unless changed by the Faculty of Law pursuant to the procedures and standards as set forth in the Academic Grievance Standards and Procedures, which provide that (a) grades are not subject to dispute on issues of the worth or merit of the exam, graded exercise or requirements for a paper(s) or on issues of a faculty member's assessment or judgment of the exam, exercise or paper's worth or merit; (b) only Final Grades are subject to grievance; and (c) Final Grades are only subject to change upon a showing of clerical or mathematical error in the computation and/or recording of a grade, fundamental unfairness of a faculty member (whether in good or bad faith), and administrative error or other circumstances affecting the examination process not caused by or within the control of the faculty member.
2. Faculty members are required to engage in reasonable post examination review with

students, preferably individual review upon request. Absent good cause, students have a right reasonably to review their examination papers. This does not mean that faculty members are obligated to review examinations individually with all students in every course. This policy to require reasonable post examination review takes into account the workload of individual teachers, the number of examinations in the course, the academic needs of particular students requesting review, and the availability of review in courses throughout the Law School. Faculty members may choose to carry out such a review policy using alternative means, including engaging in individual review of examinations upon a student's request, by holding a general review concerning the examination open to all students, or by providing an outline or exemplar of good examination answers.

- G. Absence from Final Examination or Late Submission of Written Work. Note: Different procedures may pertain to Summer Abroad and Semester Abroad Programs.
1. Upon written application and for good cause, a student may be excused from taking a Final Examination at the time and manner set forth on the Exam Schedule. In order to protect the anonymity of the examination papers, such requests must be submitted in writing to the Assistant Dean for Students - not the Professor. Except where the absence or late submission of a Take-Home examination is caused by an emergency (e.g., severe illness, death in the family), requests for excused absence or late submission must be made in advance of the date set for the examination or submission. Requests made after the scheduled date and time for the Final Examination or submission will be considered untimely. The rescheduling of an examination due to an emergency may be granted. However, in order for the student to take a deferred examination due to medical emergency, a doctor's note for the original examination date must be presented to the Assistant Dean for Students before the deferred examination can be taken.
 2. A student who becomes so seriously ill during an examination that they cannot complete the examination must take the incomplete exam to an administrator on duty in Exam Central or the Assistant Dean for Students. In the case of a Take-Home

Exam being taken outside the Law School, the student must immediately upload the incomplete exam and inform an administrator in Exam Central or the Assistant Dean for Students of the illness by phone or, if that is impractical due to the time of day or otherwise, by email. The exam must be marked to indicate that the student was too ill to finish the examination. The examination will be held aside by the Assistant Dean for Students pending resolution by the Administrative Committee. **No administrative relief will be available to students who, although ill, complete the examination and later claim incapacitating illness.**

3. Writing Seminars and Guided Research papers must be submitted by the date designated by the faculty member. So long as the papers are not to be graded on an anonymous basis, any continuance must be discussed with and approved by the faculty member. In any event, written work must be submitted no later than the last day of the final examination period in the semester in which the student is registered for the Writing Seminar or Guided Research, or prior to the start of classes for the following Fall semester if the student is registered for the Guided Research in a summer. Any further extensions must be requested in writing to the Assistant Dean for Students and granted by the Administrative Committee.
4. Examinations missed (with absence excused) which cannot be rescheduled during that examination period will generally be taken at the next regularly scheduled Final Examination in the course in the Day or Evening Division. Special make-up examinations may be arranged for those who are in their last year of law school and would not be able to wait until the next semester in which an examination in the course is scheduled to retake the examination; or where the excused examination is in a discontinued course; or one in which the course is not scheduled in the next academic year.
5. A student who fails to take a final examination as scheduled or who fails to submit required written work at the time designated for submission shall receive a grade of "FA" (failure for absence) in the course unless they have been excused under the above provisions.

H. Impact of Excused Deferral of Examinations and Written Work on Academic Standing, Class Standing and Dean's List.

1. A student shall have academic standing (eligibility to continue) and class standing determined at the end of the academic year [See Reg. IX.] on the basis of the grades the student has received during the academic year, and courses in which the student has not yet received grades due to excused deferral shall not be considered for this purpose, provided that the student has received grades for courses taken during the academic year totaling at least eighteen (18) credits, if the student is a Full-Time student, or at least twelve (12) credits, if the student is a Part-Time student.
2. A student who, as the result of excused deferrals, has received grades for courses taken during the academic year totaling less than eighteen (18) credits, if the student is a Full-Time student, or less than twelve (12) credits, if the student is a Part-Time student, shall not have academic standing (eligibility to continue) and class standing determined for the academic year until the student has received grades for all the courses in which the student is registered for that academic year. The academic standing and class standing determinations shall relate back to the end of that academic year, as defined in Reg. IX. C.

The student shall be permitted to advance pending receipt of the deferred grades unless the student is or has been on academic probation or unless the student's cumulative average based on the grades which have been received is below 2.00. In such a case, the Administrative Committee shall determine whether and upon what conditions the student may advance.

3. A student shall have Dean's List status [see Reg. V. J.] determined on the basis of the grades the student has received during the semester, and courses in which the student has not yet received grades due to excused deferrals shall not be considered for this purpose, provided that the student has received grades for courses taken during the semester totaling at least nine (9) credits, if the student is a Full-Time student, or at least six (6) credits, if the student is a Part-Time student.
4. A student who, as the result of excused deferrals, has received grades for courses

taken during the semester totaling less than nine (9) credits, if the student is a Full-Time student, or less than six (6) credits, if the student is a Part-Time student, shall not have Dean's List status determined for that semester until the student has received grades for all the courses in which the student is registered for that semester.

V. GRADES, CREDITS, HONORS AND TRANSCRIPT NOTATIONS

A. Grades and Grade Point Value.

1. A student shall receive a grade for each course in which they are registered. A student is eligible to engage in graded academic work, including taking examinations and quizzes, submitting papers, and engaging in evaluated performance, and to receive grades only in a courses in which they are duly registered and maintained registration.
2. The grade received in courses which are letter graded shall be in accordance with the following scale and grade point value:

<u>GRADE</u>	<u>GRADE POINT VALUES</u>
A+	4.0
A	4.0
A-	3.67
B+	3.33
B	3.0
B-	2.67
C+	2.33
C	2.0
C-	1.67
D+	1.33
D	1.0
F	0.0
FA	0.0

For the case of achievement which is distinguishable from the exceptional work

required for the grade of "A", an "A+" may be given.

The grade "FA" is given when a student has registered for a course but (1) has failed to take required examinations or quizzes, to turn in required papers, or to complete other required academic work or (2) has not been in "regular attendance" as defined by Reg. VI. B.

3. The grade received in courses which are S/U ("Pass/Fail") graded shall be in accordance with the following scale and grade point value:

<u>GRADE</u>	<u>GRADE POINT VALUES</u>
S+	Not Computed in GPA
S	Not Computed in GPA
S-	Not Computed in GPA
U	0.0

For any course or other credit-bearing activity graded on the S/U scale, an "S+" may be given to indicate achievement of exceptional excellence and an "S-" may be given to indicate below average achievement. A "U" is equivalent to an "F."

- B. Grading Policy. The Law School Faculty is strongly committed to the following grading policy, which is applicable in all Exam Courses and in Legal Research and Writing I and II: (1) that faculty should use a target mean of 3.05, and (2) that faculty are expected to use a range of grades to reflect the range of performances, which should usually result in at least 20% of the grades in the A- and above range and at least 20% of the grades in the C+ and below range. Since it will not always be practical to reach the target mean exactly, a mean between 3.00 and 3.10 will be considered to be in compliance with this policy. The grade of F will be included in the calculation of the class mean. The target mean does not apply to Writing Seminars, Experiential Courses, Non-Exam Courses and Guided Research, but faculty should nonetheless use a range of grades to reflect the range of performances in these courses. [See Reg. III. C. 5. b. for grading Practicums.]

- C. Credit Defined.

1. Fifty (50) minutes of classroom or other direct faculty instructions constitutes one

- “hour” of academic work. Sixty (60) minutes spent by a student in out-of-class work constitutes one “hour” of academic work. One (1) credit is awarded for forty-five (45) “hours” of academic work.
2. For classes that require an examination - whether in class or take-home - the time allotted for the examination counts as classroom instruction time. A faculty member's conferences with individual students to go over written work counts as direct faculty instruction time.
 3. Out-of-class work involves all forms of academic engagement by a student. It includes activities such as reading assignments, studying for exams, case briefing, outlining, study groups, group projects, research, writing, including written assignments other than examinations, out of-class quizzes, problem sets, out-of-class simulations and role- playing exercises, on-line posting or discussion board participation, and any other work that assists students in achieving the course's learning outcomes.
 4. To conform with this policy: For courses with regularly scheduled classes, other than Writing Seminars and Legal Research and Writing courses, for each credit awarded, usually no less than 700 minutes of classroom time will be scheduled if there is a Final Examination, or no less than 750 minutes of classroom time will be scheduled if there is no Final Examination, and sufficient work will be assigned such that the amount of time a student spends engaged in out-of-class work will reasonably approximate a total of at least 30 hours. For Writing Seminars, for which three (3) credits are awarded, usually no less than 1,400 minutes of classroom time will be scheduled and sufficient research, writing, and other out-of-class work will be required such that the amount of time a student spends engaged in out-of-class work will reasonably approximate a total of at least 107 hours. (Depending on the nature of the writing project(s) and the other required out-of-class work, the writing, which is subject to formative feedback, typically needs to total more than the generally 8,000 words in length required to satisfy the Components of the Upper Level Writing Requirement. See Reg. II. C.) For Legal Research and Writing I, for which three (3)

credits are awarded, usually no less than 1,400 minutes of classroom and individual student conference time will be scheduled and sufficient research, writing (which is subject to formative feedback and typically totals 6,500 words or more in length), and other out-of-class work will be required such that the amount of time a student spends engaged in out-of-class work will reasonably approximate a total of at least 107 hours. For Legal Research and Writing II, for which two (2) credits are awarded, usually no less than 1,400 minutes of classroom and individual student conference time will be scheduled and sufficient research, writing (which is subject to formative feedback and typically totals 6,000 words or more in length), and other out-of-class work will be required such that the amount of time a student spends engaged in out-of-class work will reasonably approximate a total of at least 62 hours. For all other credit-bearing courses and academic activities, the combination of classroom and direct faculty instruction time and required out-of-class work must reasonably approximate a total of at least forty-five (45) "hours," as required by V. C. 1. above, for each one (1) credit awarded.

4. This policy applies to course work that extends over any period of time, including intensive and intersession courses, to semester-long courses in Philadelphia and Tokyo, and to Summer courses in Philadelphia, Rome and Washington D.C. It also applies to Distance Education Courses.

- D. Credits Awarded. A student receives the number of credits assigned to a given course for which they have received a grade except no credit is given for the grades of "F", "FA" and "U". If a student retakes a course, the student does not receive credits for the original course. [See Reg. VII. C. (Retaking Courses)] A student receives the number of credits certified by the faculty advisor or supervisor for Journal, Trial Team, Moot Court Competition Team, Jessup Moot Court Team, or Giles Rich Moot Court Team academic work. [See Reg. III. F., G., H., and I.]
- E. Grade Point Credit. The grade point credit received for a course is determined by multiplying the grade point value for the grade received by the number of credits assigned to the course. No grade point credit is received for a course or other credit-

bearing activity which is ungraded or for which the grade of S+, S or S- was awarded. The grade point credit is zero (0) for a course or other credit-bearing activity for which the grade of F, FA or U was awarded.

F. Cumulative Average. A student's cumulative grade point average ("cumulative average") is determined by dividing the total amount of grade point credits accumulated in all work taken by the total of the credits for all courses or other credit-bearing activity for which a grade has been received; provided, however, for this purpose only, the credits assigned to a course or other credit-bearing activity for which the grade of "S", "S+" or "S-" was received, or for which the transcript notation "AC" or "CR" was entered, or for courses taken in accordance with these regulations at another Temple University school or college, another law school or a foreign institution shall be ignored. The credits earned for courses with the grade "S", "S+" or "S-" or the transcript notation "AC" or "CR" and for courses taken at another Temple University school or college, another law school or a foreign institution for which transfer credit has been accepted shall be included in credit accumulations for all other purposes. However, the grades "U" and "FA" shall be treated as an "F" for purposes of computing the cumulative average.

G. Notations in Lieu of Grades. There are several entries made in lieu of grades.

1. "CN" indicates that registration has been canceled for the course.
2. "EX" is temporarily entered in lieu of a grade if work constituting part of the requirements of a course, including a Final Exam, is delayed, and if such delay is excused. [For the applicable grounds constituting excuse and the appropriate procedures to be followed, see Reg. IV. G.] When the delayed work is completed, the grade for the course is substituted for the temporary entry, "EX". If the delay is not excused, the grade "FA" is received.
3. "AC" indicates that, due to administrative problems in no way attributable to the student, the examination could not be graded. For purposes of computing grade point average, the credits assigned to a course for which "AC" was received shall be ignored. The student shall, however, earn credits for the course which shall be included in credit accumulations for all other purposes.

4. "CR" indicates the successful completion of an activity which receives academic credit but which is ungraded. [See, e.g., Reg. III. G-J.]
- H. Honors. In addition to grades, a student's transcript shall contain a list of honors they have received, including the following:
1. Faculty members shall, in their grade reports, indicate the best examination or best paper. This achievement shall be recognized on the student's transcript by entering the notation "best paper".
 2. Dean's Honor List status is awarded to those students who have achieved academic performance that, in the opinion of the Faculty of Law, is notable above that of the substantial majority of students. (See Reg. V. J. below.)
 3. Distinguished Class Performance. Any faculty member may commend a student or students for distinguished class performance in that faculty member's course. Such commendation shall be entered on the student's official transcript, with notation as to the course in which the commendation was earned.
 4. Outstanding Oral Advocacy. Any faculty member who teaches a course in which oral advocacy is a required component, including Legal Research & Writing, Introduction to Trial Advocacy, Trial Advocacy I and II and Advanced Trial Advocacy, may commend a student or students for outstanding oral advocacy in that course. Such commendation shall be entered on the student's official transcript, with notation as to the course in which the commendation was earned.
 5. Barrister Award. Faculty members shall, in their grade reports, indicate the student with the best overall performance in each section of Introduction to Trial Advocacy and Trial Advocacy I and II. This achievement shall be recognized on the student's transcript by entering the notation "Barrister Award Winner".
- I. Calculation of Dean's List.
1. Dean's List status shall be awarded on the basis of a student's cumulative average in each Fall Semester and each Spring Semester of the student's matriculation for courses taken at Temple Law School. The student must have earned at least eight (8) credits in the semester. Dean's List is not awarded for the Summer term and courses

taken in a Summer or Intersession shall not be included in any Dean's List calculation.

2. Any student who achieves a cumulative average of 3.40 or above shall be recognized as having achieved Dean's List status. This standard is subject to review by the Faculty at the commencement of each academic year and is subject to change. The Dean will advise the student body early in each academic year of the standard set by the Faculty.
3. Courses taken at another Temple University school or college, another law school or a foreign institution for which transfer credit has been accepted shall not be included in a student's cumulative average for purposes of Dean's List.
4. For the Effect of Excused Deferral of Examinations and Written Work on Dean's List Calculation, See Reg. IV. H.

J. Graduation Honors.

1. Graduation Honors shall be awarded on the basis of the student's cumulative average as follows:

GPA	HONOR
3.40	Cum Laude
3.60	Magna Cum Laude
3.80	Summa Cum Laude
2. These standards are subject to review by the Faculty at the commencement of each academic year and are subject to change. The Dean will advise the student body early in each academic year of the standards set by the Faculty.
3. Courses taken at another Temple University school or college, another law school or a foreign institution for which transfer credit has been accepted shall not be including in a student's cumulative average for purposes of Graduation Honors. However, grades earned for a full semester or year's work at another law school as a visiting student will be considered by the Faculty Administrative Committee on a case by case basis.

VI. ATTENDANCE

- A. Policy. Effective educational processes and accreditation standards require regular and punctual class attendance at all classes scheduled for each course.
- B. “Regular Attendance” Defined. A student must attend a minimum of 80% of the regularly scheduled class hours in a course to be considered in “regular attendance”. In determining whether or not a student has complied with the 80% attendance requirement, all absences count. An individual faculty member may prescribe more stringent attendance requirements, including treating late arrival to class as an absence, provided that these guidelines are communicated:
1. Unambiguously to the class;
 2. In a form and manner calculated reasonably to reach all students (e.g., by an announcement at a regularly scheduled class, accompanied by a written and posted notice); and
 3. At a sufficiently early date and time in the course as reasonably to give students adequate notice of what is expected.
- C. Alternatives. Each faculty member, within their sole discretion, may offer alternative activities through which a student may make up one or more missed class hours. These activities may include, but are not limited to, viewing a videotape of the missed class hour(s), listening to an audiotape of the missed class hour(s), or attending a supplemental session with the faculty member. Any missed class hours made up in this way will not count as absences for determining whether the student has met the requirement of “regular attendance.”
- D. Sanction for Irregular Attendance in a Single Course. A faculty member may request the entry of a grade of FA in a particular course when a student has not been in “regular attendance.” The following procedures shall be followed:
1. A faculty member who determines that a student is not in regular attendance will, upon discovery thereof, expeditiously report that allegation, in writing, to the Assistant Dean for Students. However, no such report will be accepted if not received prior to the conclusion of business on the last day of classes for the semester

or Summer term in question.

2. The Assistant Dean for Students will transmit a copy of the written allegation to the student and ask for a response by way of an admission or denial of the allegation by the student.
3. If the student admits or fails to deny the allegation, and the admission or failure to deny places the student in irregular attendance, a grade of FA will be entered for that course.
4. If the student denies the allegation, the student will respond, in writing, within 48 hours of receipt of the allegation as to the student's position in the matter. As soon as practicable thereafter, the Assistant Dean for Students shall refer the matter to the Administrative Committee for resolution.

E. Sanction for Irregular Attendance in Program of Study. The Faculty of Law may cancel the matriculation of any student who is so irregular in attendance in the student's program of study as to demonstrate an unwillingness or inability to engage in serious study. If the Administrative Committee has reason to believe that such a sanction may be appropriate, it shall conduct a hearing and, if it concludes that the sanction should be imposed, it shall submit its findings and recommendation to the Faculty. If the Faculty concurs, the student's matriculation will be canceled.

VII. **MATRICULATION AND REGISTRATION**

A. Matriculation.

1. **Matriculation Defined.** Matriculation is that process whereby an accepted applicant becomes enrolled as a member of the student body of Temple University Beasley School of Law, and thus eligible to register for courses.
2. **Cancellation of Matriculation.** Matriculation may be canceled for:
 - a. A violation of the Temple University Beasley School of Law Code of Student Conduct.
 - b. Failure to comply with any Faculty Regulation;

- c. Failure to register for any consecutive semester], unless a leave of absence has been obtained;
 - d. Failure to register for a minimum of eight (8) credits in any given semester, unless permission for an underload has been granted;
 - e. Failure to return at the conclusion of a leave of absence;
 - f. Failure to settle payments of tuition or other charges when due;
 - g. Material misrepresentation or omission in application for admission;
 - h. Failure to meet applicable academic standards. [See Reg. IX.]
 - i. Irregular attendance in program of study. [See Reg. VI. E.]
 - j. Failure to provide official transcripts verifying all academic credits undertaken and degrees conferred by October 15 of the student's first year.
3. Cancellation of matriculation for any of the above reasons shall not affect tuition charges (including refunds and credits appertaining thereto) except when done to rectify the error or mistake of an official or employee of the University.

B. Registration.

1. Registration Defined. Registration is that process whereby a student demonstrates their intention to take and complete a course.
2. Process of Registration.
 - a. Registration must be completed by the end of the first week of classes for each semester or Summer term; provided, however, permission may be obtained, upon written application to the Assistant Dean for Students, to register late.
 - b. Adding of and Withdrawal from Courses. Registration for elective courses occurs at the time and in the manner established and posted by the Assistant Dean for Students. A student may add or drop an elective course during the period for Schedule Revision ("Drop/Add") established and posted by the Assistant Dean for Students, which shall end at the conclusion of the first week of classes in that semester or Summer term. Note: Different requirements may be applicable to Summer Abroad and Semester Abroad Programs.
 - c. A student will not be permitted to receive credit for a course for which they are

not properly registered.

3. Graduate Students in other Temple University Schools and Colleges. A graduate student enrolled in a discipline other than law and not enrolled in an approved dual degree program may enroll in a Law School course after receiving the approval of the chairperson of the department of their major subject, the instructor of the law course, and the Law Dean.
 4. Cancellation of Registration. Cancellation of registration in a course may occur for reasons which include:
 - a. Failure to comply with registration procedures;
 - b. Failure to pay tuition or other charges when due;
 - c. A violation of the Temple University Beasley School of Law Code of Student Conduct;
 - d. Noncompliance with Regulations relating to programs and course sequences [including but not limited to overloading without permission. See Reg. I. E.];
 - e. To rectify an error or mistake;
 - f. Failure to meet applicable academic standards. [See Reg. IX].
 5. Cancellation of registration for any of the above reasons shall not affect tuition charges (including refunds and credits appertaining thereto) except when done to rectify the error or mistake of an official or employee of the University.
 6. Privilege of Class Attendance.
 - a. Only students registered in a course may attend classes in that course. However, a student may audit a course with permission of the instructor and the Assistant Dean for Students. No notation of the audit will be made in a student's permanent record.
 - b. Guests of a student or instructor may attend a class. In the case of a student's guests, prior notice to and approval of the instructor is required.
- C. Retaking Courses.
1. Unless a student is required by Reg. II. B. 1. or 2. b. to retake a course or is required to retake a course or courses as a condition of readmission [See Reg. XIII. A. 2], a

student may elect to retake a course only when the student received a grade of F, FA or U in that course.

2. When a student is required or permitted to retake a course in which the student has received a grade, the original grade and the grade earned in the retaken course will appear on the student's transcript, and those grades will be factored into the student's cumulative average. No credits will be awarded for the original course. [See Reg. V. D. which relates to the awarding of credits.]

D. Prerequisites and Corequisites.

1. Unless an Associate Dean for Academic Affairs, in consultation with the faculty member who will teach the advanced course, has waived the prerequisite, and except as provided in Reg. VII. D. 3. and 4., below, to be eligible to register for an advanced course which requires a prerequisite, a student must have successfully completed the prerequisite course as provided in Reg. VII. D. 2. below.
2. A prerequisite course has been successfully completed if the grade the student received in that course was a grade of D or better if the course was letter graded, or a grade of S, S+, or S- if the course was graded on the S/U scale, or if the course received the transcript notation "AC". If a student has retaken the prerequisite course, only the grade received in the retaken course determines if the prerequisite course has been successfully completed.
3. A student who is taking or has just completed a prerequisite course for which the grade has not yet been recorded may register for the advanced course, provided that the student must withdraw from the advanced course if the student's grade in the prerequisite course when recorded does not satisfy the requirement of successful completion as set forth in Reg. VII. D. 1. above.
4. A student who received a grade in a prerequisite course that did not satisfy the requirement of successful completion as set forth in Reg. VII. D. 1. above, may, having petitioned the Administrative Committee and demonstrated special circumstances, be allowed by the committee to demonstrate competence in the subject matter of the prerequisite course by taking a specially administered examination and

- achieving a grade of C or better. A student who has demonstrated competence may register for or remain registered in advanced courses for which the course that was the subject of the petition is a prerequisite. The grade received on the specially administered examination shall not appear on the student's transcript nor be included in the student's cumulative average and the student will not earn academic credit for that examination.
5. Unless an Associate Dean for Academic Affairs, in consultation with the faculty member who will teach the course requiring a corequisite, has waived the corequisite, to remain enrolled in a course which requires a corequisite, a student must either have completed the corequisite course or be enrolled in the corequisite course. (Successful completion of the corequisite course is not required).
- E. Registration in Distance Education Courses. A student may not register in a Distance Education Course until the student has earned twenty-eight (28) credits.
- F. Certification to Practice in Court as a Law Student.
1. Some Experiential Courses (and many summer jobs and internships) require students to be certified to practice in PA courts under the Pennsylvania Bar Admission Rules, which require the student to have completed three (3) Full-Time semesters [See Reg. I. B.] or the equivalent and to be certified as being of good character and competent legal ability, and as being adequately trained to perform as a legal intern. In order to receive this certification to meet the Pennsylvania Bar Admission Rules, or those of any other jurisdiction which requires a similar certification, the student must be of good character, must have received a grade of C or better in the Evidence course and must have completed one Trial Advocacy course.
 2. A student who has received a grade of less than C in the Evidence course may demonstrate competent legal ability for purposes of certification to practice in court as a law student by taking a specially administered Evidence examination and achieving a grade of C or better. The grade received on the specially administered examination shall not appear on the student's transcript nor be included in the student's cumulative average and the student will not earn academic credit for that

examination.

3. A student who has not completed a Trial Advocacy course may petition the Administrative Committee, and upon a showing of special circumstances, the committee may determine that the student is adequately trained to perform in court as a supervised law student.

VIII. LEAVES OF ABSENCE, RESIGNATIONS AND WITHDRAWALS

A. Leaves of Absence.

1. A leave of absence may be granted to a student by the Assistant Dean for Students upon petition which states a good cause for permitting interruption of the educational program. The granting of a leave of absence after registration and before the completion of a semester results in the cancellation of registration for all courses for which the petitioner was registered in that semester. Leaves of absence shall be for a period no longer than one year, provided, when leaves are granted for the performance of active military service (or service in lieu of active military service) the period of the leave may be co-extensive with the initial term of the obligated service. Upon petition to the Administrative Committee, if good cause is shown, a leave of absence granted for one year may be extended for a second year.
2. A leave of absence granted after the first week of classes in a semester or Summer session shall not affect tuition charges (including refunds and credits appertaining thereto) for that semester or Summer session unless otherwise determined by the Assistant Dean for Students.
3. A first year student granted a leave of absence prior to completion of the Fall Semester may resume study only in a Fall Semester. Likewise a first year student granted a leave of absence prior to the completion of the Spring Semester may resume study only in a Spring Semester. A Part-Time student granted a leave of absence prior to the completion of the Fall semester of the second year must, upon resuming study, register for any course in the mandated First Year Curriculum that was not completed during the first semester in which it is offered.

B. Resignation.

1. To resign from the Law School, a student must submit a writing to the Assistant Dean for Students, which states that they resign and indicates their request as to the effective date.
2. Absent the pendency of any proceedings under the Temple University Beasley School of Law Code of Student Conduct or the presence of any financial obligations, the Assistant Dean for Students will acknowledge the student's submission with a written confirmation of same, setting an effective date. Resignation cancels matriculation.
3. If disciplinary proceedings are pending or if there are outstanding financial obligations, the resignation shall not be acknowledged until the pending disciplinary or financial matters are finally settled.
4. If a student ceases all attendance, the failure to communicate the fact that they are resigning results in their absence from class being unexcused under Reg. VI. and their absence from examinations being unexcused under Reg. IV.
5. Resignation in the second semester results in the cancellation of registration in the preceding semester in courses which meet for the entire academic year.
6. Resignation after the end of the Schedule Revision ("Drop/Add") period in a semester or Summer session shall not affect tuition charges (including refunds and credits appertaining thereto) for that semester or Summer session unless otherwise determined by the Assistant Dean for Students.

C. Withdrawal From Courses.

1. Upon petition for good cause, the Assistant Dean for Students may permit a student to withdraw from a course(s) after the end of the Schedule Revision ("Drop/Add") period.
2. Withdrawal for a course(s) after the end of the Schedule Revision ("Drop/Add") period in a semester or Summer session shall not affect tuition charges (including refunds and credits appertaining thereto) for those courses unless otherwise determined by the Assistant Dean for Students.

IX. ACADEMIC STANDING AND ACADEMIC YEAR

- A. Dismissal for Poor Scholarship. A student whose cumulative average is below 2.00 at the end of any academic year shall be finally dropped for poor scholarship. The student may subsequently apply for readmission. [See Reg. XIII. A. 2. for authority to grant readmission.]
- B. Academically At Risk Students. A student whose cumulative average is between 2.00 and 2.49 at the end of any prior academic year will be designated as “academically at risk.” This designation will not appear on the student’s transcript. The student may be required to participate in a program designed to improve their overall performance by focusing both on academic proficiency and professional skills.
- C. Academic Year: Time Period for Determining Academic Standing.
1. The cumulative average of a student for the purpose of determining academic standing and class standing shall be computed at the completion of the academic year.
 2. The academic year begins with the Fall semester and ends with the Spring semester. Any courses taken in the ensuing Summer are included in the following academic year. However, the academic year ends with the semester or Summer term after which the student plans to graduate.
 3. Effect of Leave of Absence. [See, generally, Reg. VIII. A., Leaves of Absence.]
 - a. Fall Semester Leave of Absence (LOA).
 - i. The academic year of a student who obtains a LOA before completion of the Fall semester and who resumes their legal studies in a subsequent Fall semester shall begin and end in accordance with the provisions in Reg. IX. C. 2. above.
 - ii. The academic year of a student who obtains a LOA before completion of the Fall semester and who resumes their legal studies in a subsequent Spring semester shall begin with that Spring semester (or with a course taken in the immediately preceding Intersession, if any) and shall end with the following Fall semester. Any courses taken in the intervening Summer shall be included in the academic year. Subsequent academic years for the student shall begin

with the Spring semester (or with a course taken in the immediately preceding Intersession, if any) and shall end with the following Fall semester and shall include any courses taken in the intervening Summer.

iii. The academic year of a student who obtains a LOA before completion of the Fall semester and who resumes their legal studies in a subsequent Summer term shall begin with that Summer and shall end with the following Spring semester. Subsequent academic years for the student shall begin and end in accordance with the provisions in Reg. IX. C. 2. above.

b. Spring Semester Leave of Absence (LOA).

The academic year of a student who obtains a LOA after the completion of the Fall semester but before the completion of the Spring semester shall begin with the Fall semester preceding the LOA and shall end with the next semester in which the student is in residence and shall include any courses taken in an intervening Summer or Intersession. However, if the student resumed their legal studies in a Spring semester and if by the end of that semester the student has completed less than a total of nineteen (19) credits since the end of their preceding academic year, the academic year shall end, instead, with the ensuing Summer term or Summer Program, if one is taken by the student.

If the student's academic year ends with a Spring semester or a Summer term or Summer Program, subsequent academic years shall begin and end in accordance with the provisions in Reg. IX. C. 2. above. If the student's academic year ends with a Fall semester, subsequent academic years shall begin with the Spring semester (or with a course taken in the immediately preceding Intersession, if any) and shall end with the following Fall semester and shall include any courses taken in the intervening Summer.

c. Other Situations.

In any situation not covered by the provisions in Reg. IX. C. 3. a. and b. above (e.g., the rare situation in which a student is granted a second LOA before they

complete the academic year as provided above), the student's academic year shall be established by the Assistant Dean for Students, using the above provisions as guidance.

4. Effect of Excused Deferral of Examinations and Written Work on Academic Standing. See Reg. IV. H.

D. Transcript Notation. A notation shall be made on a student's transcript whenever they are “dropped for poor scholarship”.

X. TRANSFERS AND NON-MATRICULATION OF STUDENTS FROM OTHER LAW SCHOOLS

A. Transferring Credit and Advanced Standing. To be credited for advanced standing at Temple University Beasley School of Law, a student presenting work done at another law school must comply with, and is subject to, the following regulations:

1. The student must be certified as having been in good standing and eligible to continue at the law school from which they are transferring. The certification shall be made by the appropriate official of such law school.
2. Only work done at a law school approved by the American Bar Association (ABA) and which is a member of the Association of American Law Schools (AALS) qualifies for consideration.
3. No credit can be given for any work in which the grade received was less than the average grade required for graduation at the transferring institution.
4. Advanced standing beyond the second year shall not be granted, nor shall more than thirty-two (32) credits be transferable.
5. A student accepted for admission as a transfer, under these provisions and other Law School regulations shall matriculate under academic supervision and must, in order to graduate, satisfy all the Requirements for Graduation set forth in Reg. II. The student will have their individual program and schedule approved for each registration by the Assistant Dean for Students and the Faculty may prescribe any condition or provision which it deems appropriate to insure the satisfactory completion of a course of study.

Supervision will continue until this criterion is met.

6. Applicants for transfer in most circumstances will not receive favorable consideration unless they stand in the first quintile of their class.

B. Matriculants of Other Law Schools. A student matriculated at another law school who, after a minimum of one year's work, is in good standing, and continues their matriculation at such law school, may be admitted to registration upon application and with a letter of approval from such law school. A matriculant of another law school may not take course work in excess of thirty (30) credit hours at Temple University Beasley School of Law.

XI. STUDENT RECORDS

A. Transcripts

1. The official transcript (which requires the seal of the Law School) shall contain: data identifying the person, course identification (including the name of the instructor), grades, credits, grade points, and the fact that a degree has been awarded, together with any necessary explanation of the grading system.
2. The official transcript shall contain notations: as to honors (see Reg. V.); that a leave of absence has been granted; that a student has withdrawn; that a student has had their matriculation canceled; or that a student has been dropped for poor scholarship.

B. Records In General. All records maintained by the Law School relating to the work and conduct of a student are considered confidential and for the exclusive use of officials of the University and of the Law School. Information from such records or files is supplied to others only upon written waiver or request of the student involved, or as required by law.

XII. DISCIPLINARY SYSTEM

Each member of the student body is required to know and to comport themselves in accordance with the standards and ideals embodied in the Temple University Beasley School

of Law Code of Student Conduct.

XIII. AUTHORITY OF COMMITTEES AND DEAN

A. Authority of the Administrative Committee.

1. The Administrative Committee is authorized to grant waivers and to approve individual programs which do not conform to the requirements set forth in these and other Regulations. Petitions exhibiting good cause for deviation will provide the ground for the rare action of approval by the Committee. Good cause is a matter which furthers the soundness of the educational program of the individual.
2. The Committee is authorized to hear petitions for readmission of those who have been dropped for poor scholarship. If the Committee determines that readmission is appropriate, it shall report its recommendations, including any conditions to be imposed, to the full Faculty at the next meeting thereof. The Faculty shall make the final decision regarding readmission.

B. Authority of the Curriculum Committee. The Curriculum Committee is authorized to approve Courses, including Distance Education Courses, and any changes in the name, academic content, method of delivery or method of evaluating student performance of any Course, without seeking approval by the Faculty when such approval is not practically feasible. Approval by the Faculty is required before the course is taught in a subsequent semester or Summer.

C. Authority of the Dean. The Dean or the Dean's designee for this purpose is authorized to temporarily suspend or alter Faculty Regulations and Policies when the Dean or designee deems it is necessary to do so to respond to emergencies. The Dean or designee will consult with the Executive Committee before this authority is exercised, insofar as this consultation is practicable under the circumstances. The Dean or designee should report to the Faculty about such actions.