



STUDENT HANDBOOK

**THE UNIVERSITY OF CINCINNATI COLLEGE OF LAW
STUDENT HANDBOOK**

2018-2019

Established in 1833, the University of Cincinnati College of Law is the 4th oldest continuously operating law school in the country. Cincinnati Law was one of the 32 charter members of the Association of American Law Schools, founded in 1900 and is fully accredited and approved by the American Bar Association. The College of Law website is located at law.uc.edu.

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MISSION STATEMENT

Our Mission

The mission of the University of Cincinnati College of Law is to educate and inspire leaders who pursue justice and advance the role of law in society.

Our Vision

We are a community of learners, led by a faculty committed to excellent teaching, scholarship, and service. We strive to create a learning environment that inspires the pursuit of justice, cultivates diverse and innovative ideas about law in society, fosters collaborative relationships, and imparts the knowledge, values, and competencies needed to excel in a changing world.

DIVERSITY STATEMENT

We are a community that draws its vibrancy from members—faculty, staff and students—diverse in background, perspective and point of view; and will strive to be a community in which all members are accountable for fostering critical discourse, engaging in meaningful interactions and contributing to the strength that flows from a diversity of thought and people for the benefit of our College, our community and our profession. Through our comprehensive curricula and experiential learning opportunities, we strive to meet the diverse learning needs and interests of our students. Our commitment to diversity is reinforced through our journals, classroom discussions and symposia. We value learning that occurs both inside and outside of the classroom. Our goal is to create an environment where divergent views and diverse members of our community are valued.

1. We honor the diverse interests of our students by providing engaging doctrinal instruction and a variety of clinical and other experiential opportunities.
2. Social and professional interests are furthered by activities that promote inclusive leadership and professional development through public service.
3. Public service opportunities—landlord tenant/VITA—other public interest services provided by students.
4. We foster the diversity of student interests and styles by offerings that combine doctrine with practice.

Our community provides a safe environment where all are able to explore, engage and be empowered without physical limitations. Those traditionally underrepresented and marginalized in the law community are welcome in this safe environment.

Our Building

We are committed to making our building accessible and secure for all.

The Classroom

Divergent views foster critical discourse. We promote and welcome respectful discussion.

The Library

The Marx Law Library provides an atmosphere where all students are welcome and where diverse interests may be explored.

“Diversity ought to be woven into the academic life and purpose of the institution: valued by faculty, expressed through curriculum, sustained and nourished through cultural expression and extracurricular life” (Ford Foundation letter, 1990). We value our differences and learn from each other.

Our Faculty

We recruit, retain, and develop a faculty from diverse backgrounds, perspectives, scholarly interests, and teaching styles.

Our Staff

We value the diversity of our staff. Our staff is committed to providing both the atmosphere and services that all members of our community need to thrive.

Our Students

We strive to attract an academically strong, talented and diverse student body, by providing a well-rounded, affordable legal education.

I. Important Advising Contacts

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II. Student Services

A. Academic Advising

1. General Information

Academic advising is a process expanding all three years, including course selection, career advising, and professional development opportunities. The Assistant Dean for Academic Affairs, Student Affairs and Diversity is available to advise students about meeting graduation requirements, helping to weigh curricular and co-curricular choices, and connecting students to faculty who will help to further students' academic interests. She supports students by providing guidance on law school policy and helping to identify resources to make the most of students' time at Cincinnati Law. Transfer students and those considering joint degrees are particularly encouraged to meet with the Assistant Dean at the start of their first year at the College to assess their required course load for graduation. LL.M. students should contact the LL.M. Director for academic advising.

Students may also schedule exam preparation meetings in the month preceding an exam period. Students will take practice exams, receive individual critiques of their work, focus on improving areas of weakness, and learn strategies to enhance their exam performance. In the month prior to registration, upper level students may meet with the Assistant Dean for Academic Success and Bar Programs for assistance with class selection.

2. Professional Pathways and Faculty Advisors

Cincinnati Law offers Professional Pathways (see section VI G of this handbook) to help students identify courses and experiential opportunities offered at the College that will be useful to them as they prepare to enter specific practice areas. The academic advisor(s) assigned to each Professional Pathway will help students develop their professional identity by assisting students in selecting a course of study and exploring various professional opportunities in law. Students who are interested in focusing their studies in a particular area of law can consult faculty advisors in the various pathways.

Students seeking additional support in their studies, beyond guidance about choosing courses or Professional Pathways, can take advantage of our Academic Success Program.

B. Academic Success Program

Cincinnati Law is committed to providing the resources and assistance to help our students succeed. From your first year through the bar exam, we are here to support and guide you throughout your law school career.

First Year Students:

First year law students and LL.M. students at Cincinnati Law are invited to participate in Structured Study Groups (SSGs), led by trained second- and third-year law students. Groups meet twice weekly for one hour. One meeting per week focuses on developing and applying the skills needed to successfully navigate the learning process in law school (case study method, Socratic Method, case briefing, outlining, memorization, legal analysis, time management). During the second weekly meeting, students focus on strategies for exam preparation and performance including the completion of practice exam questions. This weekly exercise throughout the first semester helps students understand and prepare for law school exams, the primary basis of grading in the first year of law school. SSG Leaders do not tutor or teach the law; rather they guide participating students in developing the skills to teach themselves the law. First year students also may schedule individual meetings or participate in a second semester study group with the Director of Academic Success and Bar Programs.

Upper Level Students:

Cincinnati Law second- and third-year students who are interested in enhancing their academic performance are encouraged to schedule one-on-one meetings or attend subject-specific study groups with Assistant Dean Chanvisanuruk. During these meetings, students complete various legal reading and writing exercises to help improve their analytical and writing skills, as well as memorization exercises and quizzes to assist in acquisition of law needed for strong exam performance.

C. Bar Preparation

In the spring semester, Cincinnati Law offers the course Legal Analysis and Drafting: The Bar Exam for third year students. This course serves the dual purpose of equipping students to succeed on the written portions of bar examinations and preparing for legal practice by developing and honing skills relevant to legal analysis, professional and effective written communication, principled advocacy, and management of legal work. Students taking the course receive instruction, practice, critical peer review, and coaching in these skills that will be valuable in taking a bar examination in Ohio or any other jurisdiction. Students practice these skills using model and previously-administered essays and Multistate Performance Tests (MPTs). Students also engage in self-assessment exercises addressing learning styles and

time/work management issues. Although students will have an opportunity to review some core legal concepts, the focus of this course is on building a strong foundation in the skills necessary to be successful on a bar exam.

This course is not intended to substitute for a commercial bar review course taken after graduation, necessary for reviewing core concepts learned throughout law school and legal concepts not studied in law school or required by the jurisdiction in which students wish to practice. Students also should familiarize themselves with the bar exam requirements for the state in which they plan to take the exam.

In the month prior to registration, upper level students also may meet with the Assistant Dean of Academic Success and Bar Programs for assistance with class selection useful for the bar exam.

D. Center for Professional Development

The Center for Professional Development (CPD) is located in the College of Law building and is an office of attorneys with over 15 years of collective practical experience that assists students in making informed career decisions. The Center prepares students to enter the profession by showcasing employment opportunities and programs that equip students to succeed in a professional environment and foster growth in integrity, service, leadership and professional conduct. In addition to daily counseling and planning, CPD staff meets annually with each of the College's 300+ students to develop, update and finalize each student's professional plan. This process allows the student to articulate post-graduation objectives and outline steps by which to achieve them, thereby laying a solid foundation for success with each student's personal values

Cincinnati Law's CPD helps each student develop a Professional Development Plan (PDP) that will guide him or her through each year. The PDP identifies practical experiences designed to build a competitive resume focused on each student's career destination and is the end result of a multi-step process required throughout an individual's career. The CPD will lead students through the process of discovering what they do best, building skills and developing a compass that points to a career destination.

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E. Registrar

The College of Law Registrar (lawregis@uc.edu) is located in office 201N. The Registrar maintains the academic record of all students and plans and implements the registration process for classes. The Registrar keeps records of all class and curriculum prerequisites, determines students' graduation eligibility, provides transcripts and proof of enrollment, manages the implementation of exams and prepares class rankings each semester. The Assistant Registrar is also available to assist with these services.

F. Financial Aid

Earning a Juris Doctor or LL.M. degree at Cincinnati Law is both a dream fulfilled and an investment made in your future success. At Cincinnati Law, we understand that for many gaining access to financial aid is a critical step towards this end. So, we assist students through a combination of funding sources including scholarship opportunities, fellowships, work study and loans.

If you have questions about financial aid, do not hesitate to contact the Cincinnati Law Office of Admissions & Financial Aid at admissions@law.uc.edu or 513.556.0078.

G. Accessibility and Academic Accommodations

The College of Law maintains a close working relationship with the University's Accessibility Resources Office to provide appropriate accommodations for students with disabilities. Accessibility Office staff assists in the identification of appropriate accommodations for students with disabilities and coordinates the implementation of recommended accommodations with the Assistant Dean for Academic Affairs, Student Affairs and Diversity. Students who would like more information about accommodations for particular disabilities should contact Michael S. Southern, Director, Accessibility Resources Office at 513-556-6823 or at michael.southern@uc.edu.

Students must request approved accommodations every final exam period through the Registrar's Office by completing and submitting an accommodation request form by the due date set by the Registrar. You may [request an accommodations form here](#), and contact the College of Law Registrar with any questions.

III. Academic Rules

A. College of Law JD Academic Rules

1. Credit Hours

Section 1.01

Courses in the first year are required unless permission is obtained from the Dean. A full-time second- or third-year student may not register for courses totaling less than 12 nor more than 18 hours in any semester.

The College of Law grants credit to students who successfully complete courses based on work that reasonably approximates:

- not less than one hour of classroom or direct faculty instruction and two hours of out-of-class student work per week for fifteen weeks, or the equivalent amount of work over a different amount of time; or
- at least the equivalent amount of work as required above for other academic activities as established by the institution, including simulation, field placement, clinical, co-curricular, and other academic work leading to the award of credit hours.

* Updated by College of Law Faculty February 12, 2016

2. Class Attendance and Course Preparation

Section 2.01

Regular attendance and careful preparation are expected of all students.

Section 2.02

If a student has been irregular in his/her attendance or consistently unprepared in any course, the instructor may, with the approval of the Dean and upon notification of the student, require the student's withdrawal from the course or his/her exclusion from the examination.

Section 2.03

In the case of a required withdrawal, the notation "AW" (Authorized Withdrawal) or "UWF"(Unauthorized Withdrawal, Failing) shall be entered on the student's record, accompanied by a statement explaining the circumstances of the withdrawal. In the case of an

exclusion from the examination, the grade "F" shall be entered on the student's record, accompanied by a statement explaining the circumstances of the exclusion.

3. Course Withdrawal

Section 3.01

A student may withdraw and receive the grade of "AW" from a required or an elective course only in the event of an emergency and with permission of the Dean who shall consult with the course instructor, except that:

1. During the first week of a semester, a student may withdraw without permission from an elective course which has a limited enrollment;
2. During the first two weeks of a semester, a student may withdraw without permission from an elective course which does not have a limited enrollment.

Section 3.02

A student who fails to substantially complete the requirements of any course shall receive the grade "UWF" (Unauthorized Withdrawal, Failing) in the course.

4. Withdrawing from the School

Section 4.01

Any student desiring to withdraw from the College of Law shall submit a memorandum to the Dean requesting that his/her withdrawal be authorized. The Dean shall authorize the withdrawal of a student during the last three weeks of classes only in an unusual case.

Section 4.02

Any student who withdraws from the College of Law without authorization from the Dean shall be given grades of "UWF" (Unauthorized Withdrawal, Failing) in all courses in which the student was registered at the time of the unauthorized withdrawal.

5. Study at Another Law School

Section 5.01

Any student desiring to take work in another law school toward satisfaction of the degree requirements of the College of Law shall submit a written request to the Dean. The request shall name the law school the student desires to attend, describe the course program contemplated, and set forth in detail the reasons for the request. For good cause shown, the Dean may approve the request, provided the law school involved is both ABA-approved and a member of the Association of American Law Schools.

Section 5.02

The granting of credit and the recording of grades for approved work at other law schools shall be governed by the provisions of Section 8.04(b) of these Rules.

6. Outside Study

Section 6.01

Any student desiring to take work not for credit in the College of Law in another college or school of this University or of any other college or university during the course of any semester must obtain the approval of the Dean.

7. Examinations

Section 7.01

Except as provided in Section 7.02, no student shall be permitted to take an examination prior to its scheduled time.

Section 7.02

A student may defer an examination if one of the following applies:

- The student has two exams scheduled on the same day; or
- The student has three exams scheduled in three consecutive days.

In order to request the deferral of an exam under this rule, the student must complete a Deferred Exam Request Form and submit it to the Registrar by the due date set for the semester. The Associate Dean or her delegate will have discretion to decide which exam will be deferred after ascertaining the student's preferences. Deferred exams will be administered on dates designated for deferred exams during exam periods and will occur after the original dates of the exams.

An examination may also be rescheduled in the event of an emergency or if it has become impossible or impracticable for a student to take the exam at the scheduled time. These are very rare and extreme circumstances that must be approved in advance by the Registrar.

Section 7.03

A student whose absence from an examination is not excused by the Dean shall receive a grade of "UWF" (Unauthorized Withdrawal, Failing) in the course. As approved by College of Law Faculty on April 16, 2010.

8. Grades and Grade Averages

a. Grading

Section 8.01

Professors shall submit grades for their classes to the Registrar no later than three weeks after the end of the semester. If this due date for grades falls on a Thursday or Friday, the due date will be the next Monday.

Section 8.02

The grading of students shall be indicated by the following letter and honor point equivalents:

A+ = 4.33
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
D- = 0.67
F = 0.0 AW = Authorized Withdrawal
HP = High Pass
I = Incomplete
IP = In Progress
LP = Low Pass
NA = Not Applicable
N = No Grade Reported
P = Pass
S = Satisfactory Completion
T = Audit
U = Unsatisfactory Completion
UWF = 0.0 Unauthorized Withdrawal, Failing

- The grade "A+" is reserved for work of exceptional quality.
- The grades of "F," "UWF," and "U" are failing grades.
- The grade of "IP" is reserved for courses continuing over two or more semesters.

- Grades of "S" shall be recorded in the case of courses satisfactorily completed in other law schools and graduate programs and accepted for credit by the College of Law in accordance with the provisions of Section 8.05 of this rule. The grade of "U" will be reported for courses attempted but credit not given at another institution.
- For College of Law classes not graded by a traditional letter grade (A+ through F), the course will be graded on a scale of High Pass, Pass, Low Pass, or Fail. A grade of "Fail" will be treated as an "F". High Pass is reserved for work that exceeds the professor's expectations. Pass is assigned for work that meets the professor's expectations. Low pass is assigned for work that in part did meet the professor's expectations and in part did not meet the professor's expectations. Fail is reserved for work that does not meet the professor's expectations.
- A student who receives an Incomplete in a course must complete the course before the end of the semester next following the semester in which the Incomplete course was taken. An Incomplete may not be awarded to a student in the semester of graduation.
- After the first year of study, a student may take one course per year as an "Audit" if approved by the professor for the class. The student taking a class as an audit will not be required to complete class assignments, exams, papers, or other projects, but will be required to attend class. The audited class will be recorded on the student's transcript with the grade of "T", and this grade will not be used to calculate the student's grade average. Courses taken as an "Audit" will not earn the student any credits towards meeting the degree requirements set out in Section 11.01, nor will they count as the minimum credits a student must take as set out in Section 1.01. However, students may not audit a course if the credits from that course would require the student to exceed the maximum credits as set out in Section 1.01. A student wishing to audit a course must first obtain permission from the professor assigned to teach the course.

Mandatory First Year Curve

Beginning with the Fall 1993-Spring 1994 grades, the following grade distribution policy applies to all first year courses.

A = +0-5%
 A = 5-10%
 A- = 5-10%
 B+ = 10-15%
 B = 15-25%
 B- = 10-15% C+5-10%
 C = 5-10%
 C- = and below 0-5%

Upper Level B+ Median

A median grade of B+ is expected in all upper-level courses with enrollments of twenty or more students. This expected B+ median also applies to multi-section upper-level courses with fewer than twenty students. A median grade of B+ is recommended for upper-level courses with fewer than twenty students that are not multi-section courses.

Section 8.03

Grade averages shall be computed by multiplying the honor point equivalent in each course by the number of semester hours allocated to the course and then dividing the sum of such products by the total semester hours allocated to the courses for which the grade average is sought, including courses in which the student has received a grade of "F" or "UWF." Courses in which the grades of "AW," "HP," "I," "IP", "LP," "N", "NA," "P," "S," or "U" have been recorded shall not be averaged with other courses in computing a student's grade average.

Section 8.04

Where a substantial number of courses are repeated in accordance with special conditions imposed incident to reinstatement of a student, only the grades received on repetition shall be included in subsequent computations of the student's grade average. In all other cases where a course is repeated in accordance with these rules, both the original grade received in the course and the grades received on repetition of the course shall be included in subsequent computations of the student's grade average.

Section 8.05

Courses satisfactorily completed in other law schools may be accepted for credit by the College of Law in the discretion of the Dean.

Courses thus accepted for credit by the College of Law shall be given grades of "S," without regard to the grade received where the course was taken as long as a grade of "C" or better had been earned. The provisions of this Section shall apply both to students who transfer to the College of Law from other law schools and to those enrolled in the College of Law who take courses elsewhere with the permission of the Dean in accordance with the provisions of Section 5.01 of these Rules.

Section 8.06

As soon as practicable after each examination period, the Registrar's Office shall distribute to each student an up-to-date transcript. A new transcript is also provided in the case of a change of grade.

b. Honors

Section 8.07 — **Dean's Honors List**

Effective Fall Semester 1994, the standard for qualification for the Dean's Honors List is a 3.33 grade point average. Students are eligible for this honor after the first full year and then each subsequent semester for work done in that semester by full-time students enrolled in at least 12 credit hours or flex-time students enrolled in at least 9 credit hours.

Section 8.08 — Latin Honors

Beginning Spring 2006 the College awards Latin honors to graduating students as follows:

- Summa Cum Laude — top 5%,
- Magna Cum Laude — top 15%, and
- Cum Laude — top 30%

As approved by College of Law Faculty on April 16, 2010.

c. Elective Alternate Grading Policy

Section 8.09— Elective Alternate Grading Policy

1) A J.D. student in the second or subsequent academic year of study at the College of Law may elect to be graded on a modified pass-fail scale (i.e., high pass, pass, low pass, fail) for coursework completed at the College of Law with limitations and exceptions as provided in the following sections.

2) A student's election to be graded on the modified pass-fail scale shall be limited to:

A) (1) three credits per academic year; and

(2) no more than six total credits while a student at the College of Law.

B) Some courses at the College of Law are normally graded using the modified pass-fail scale. Credits for these courses will not count against the limitations provided in this policy in 2)(A) herein.

3) A student may not elect grading on the modified pass-fail scale in any of the following courses:

A) any required courses, including:

1) any course required for first-year students;

2) Client Counseling or any course taken to satisfy the client counseling requirement;

3) Professional Responsibility or Legal Ethics;

4) any course designated as satisfying the writing requirement for graduation;

5) any course designated as satisfying the seminar requirement for graduation;

6) any course required of a transfer student to complete graduation

requirements;

7) any newly adopted required courses;

B) any clinic;

C) any course for which the professor has elected not to participate in the elective alternate grading policy for that course. In their first semester of teaching at the College of Law, adjunct professors and visiting professors must participate in the elective alternate grading policy unless their course is not eligible for alternative grading in accordance with this Section 8.09.

4) A student must provide notice of his/her election to the Registrar in a form and manner as the Registrar shall provide. Such election must be made by the deadline set for the semester by the Registrar, and will normally be the last day of the next to last full week before the end of regular classes for the semester. The deadline for making the election for a short course (or other course that meets on a basis other than at least weekly during the semester) will be the day after the third meeting of the course. The election will not be deemed final until the student receives an email confirmation from the Registrar.

5) Upon proper notice to the Registrar of the student's election, the student shall not be permitted to rescind her election.

6) Electing to have a course graded using this alternate grading system does not relieve a student from the requirements of the course as set forth by the professor including, without limitation, attending class, participating in class, taking quizzes, turning in projects and papers, taking exams, and attending court or other events.

Effective Fall 2012. Passed by the College of Law Faculty on October 7, 2011, and updated on October 25, 2013 and April 10, 2015.

9. Eligibility to Continue Study

Section 9.01

In order to be eligible to continue study in the College of Law, a student must attain a cumulative average of at least 2.0 honor points for each year of study completed prior to the student's final year or semester as the case may be. A year of study is two consecutive semesters of study neither of which was included in another year of study. To be eligible for graduation, a student's cumulative average for all semesters of study must be at least 2.0 honor points. For the purpose of applying this section and for no other purpose whatsoever, the honor points earned by a student in a course in which the student's provisional grade is an Incomplete shall be credited to the semester in which the student completes the course.

Section 9.02

A student who fails to comply with the standards set forth in Section 9.01 and whose cumulative average for the year of study is below 1.5 shall be notified by the Dean in writing that the student is ineligible to continue study.

Section 9.03

A student who fails to comply with the standards set forth in Section 9.01 of these Rules and whose cumulative average for the year of study is 1.5 or higher shall be notified in writing by the Dean that the student is ineligible to continue studies in the College of Law and that the student may submit within a time period specified in the notification a written request for one probationary semester. The student's exclusion shall not be deemed final unless the student fails to submit the request within the time specified.

Section 9.04

The student's courses for the probationary semester must be approved in advance by the Associate Dean and must be selected from a list of courses identified by the Academic Policy and Curriculum committee and approved annually by the faculty.

Section 9.05

The exclusion of a student who submits a request for a probationary semester is final if the student's average for the probationary semester is below 2.6 honor points and the student's cumulative average is below 2.0. The student shall be notified by the Dean in writing that the student is ineligible to continue study.

Section 9.06

Any student entering the College whose past performance indicates that the student may have difficulty maintaining a satisfactory scholastic level, and any student whose cumulative average in the College is below a 2.2 shall be notified of the opportunity of consulting with the Committee on Student Petitions and Scholastic Review. If the student indicates a wish to utilize the services of the Committee, the Committee will analyze the particular problems and needs of the individual student. Based upon this analysis, the Committee will make specific recommendations including the possible use of any guided study programs that the College has adopted.

10. Repeating a Course

Section 10.01

A student who receives a grade of "F" or "UWF" in a required course must repeat the course and receive a passing grade in the course to be eligible to graduate. A student who receives a grade of "F" or "UWF" in an elective course may repeat the course for credit.

Section 10.02

A student who has received a grade of "D-" or higher in a course may not repeat that course for credit, except that a student who is declared scholastically ineligible to continue in the College of Law but who subsequently is reinstated under special conditions may repeat courses as deemed necessary by the faculty, and a student who receives a grade of "P" in Introduction to Law but who subsequently withdraws from the College during the first semester receives no credit for the course and must repeat the course upon his/her return.

11. Degree Requirements

Section 11.01

In order to be eligible for the degree of Juris Doctor, a student must have:

- obtained a baccalaureate degree from an approved educational institution prior to commencing the study of law;
- completed a residence period of three academic years or its equivalent,
- completed the required subjects (including the writing requirement) and sufficient elective subjects to make an aggregate of 90 semester hours;
- earned passing grades in 90 semester hours of work; and
- attained an overall scholastic average of at least 2.0 honor points.

Section 11.02

The required subjects are as follows:

Advocacy	three hours
Civil Procedure	six hours
Client Counseling (or its equivalent)	two hours
Constitutional Law	six hours
Contracts	four hours
Criminal Law	three hours
Introduction to Law	one hour
Legal Research & Writing	three hours
Property	four hours
Torts	four hours
Legal Ethics	two hours

In addition, every student must successfully complete one seminar and one of the following options:

- a casenote, comment, or a series of shorter works of the same quality and aggregate quantity expected of longer papers for a law review or journal,
- the writing requirements for the Intramural Moot Court Competition,
- a drafting course,
- an Individual Research Project,
- a second seminar, or

- complete the writing requirement in one of the following classes: Antitrust, Human Rights, Remedies, or White Collar Crime.

* Updated by College of Law Faculty on April 14, 2017

A seminar is a classroom course designated as such in its course description and requiring a significant research and writing project or projects. A seminar requires students to successfully complete a research paper, project, or a series of papers or projects no shorter than 25 combined pages and adequately prepare and participate in the course, including writing a draft paper that is reviewed and given feedback by a faculty member. Because a seminar includes faculty supervision of these significant research and writing projects, enrollment is generally limited to 15. Such supervision includes reviewing and commenting on at least one preliminary draft of the significant research and writing project or projects, providing individual feedback to each student on the project or projects in consultations with students prior to completion of the project or projects, and other supervision at the discretion of the professor such as commenting on the topics, bibliography, and outlines as the project develops.

* Updated by College of Law Faculty on March 11, 2016

An F or U grade does not constitute successful completion.

Section 11.03

It is a requirement for graduation that a student complete, in an aggregate of 90 semester hours, at least 77 classroom credit hours. Generally, the required and elective courses, as well as the required seminars, are classified as classroom credit offerings. Non-classroom credit offerings include: Individual Research Projects, law reviews or journals, extern programs, the Human Rights Quarterly and the Moot Court Program.

Section 11.04

For J.D. students entering the College of Law during the 2015/2016 academic year or after, the following are additional requirements for graduation:

Professional Development Requirement

Every student must:

- attend an annual professional planning meeting with the Center for Professional Development; and
- implement a professional development plan in conjunction with the Center for Professional Development.

Lawyering Requirement

In their second or any subsequent year of law school, students will complete one of the following lawyering opportunities involving actual legal work:

- Ohio Innocence Project,
- Domestic Violence and Civil Protection Order Clinic,

- Entrepreneurship and Community Development Clinic,
- Indigent Defense Clinic,
- Sixth Circuit Clinic,
- Legal Externship,
- Judicial Externship,
- Brandery or other summer entrepreneurship experience,
- Summer Internship through the Summer Public Interest Fellowship Program or the Urban Morgan Institute for Human Rights, or
- Paid law or law-related work meeting law school requirements.

Adopted by College of Law faculty May 8, 2015.

Section 11.05

For J.D. students entering the College of Law during the 2016/2017 academic year or after, the following are additional requirements for graduation:

Experiential Courses

Every student must successfully complete at least 6 credits earned in experiential courses.

Orientation Week

Every student must successfully complete the required assignments, assessments, and program activities during the Orientation Week.

Changes in Required Courses

- Introduction to Law is no longer a required course.
- Lawyering II: Advocacy is a 3 credit hour course

* Updated by College of Law faculty during their March and May 2016 meetings.

12. Honor System

Section 12.01

The conduct of a student in connection with his/her law study, including the taking of examinations and the submission of seminar papers, shall be governed by an Honor System adopted by the Student Bar Association of the College of Law and approved by the Faculty.

13. Commencement Attendance

Section 13.01

A candidate for the degree of Juris Doctor is expected to attend the commencement exercise at which the student is scheduled to receive his/her degree. In cases of hardship, however, a degree candidate may submit a written request to the Dean asking that his/her degree be

awarded in absentia. If the Dean approves the request, it shall then be transmitted to the President of the University, who shall take final action on the request in accordance with the By-Laws and Regulations of the Board of Trustees of the University.

14. Transcript of Grades

Section 14.01

No member of the Faculty or staff shall reveal, issue, or transmit to a prospective employer or any other person or organization a complete or partial transcript or report of the record of any student or former student in the College of Law unless authorized to do so by the student or former student involved.

15. Smoking, Food and Beverages

Section 15.01

Smoking is not permitted in the College of Law building.

Section 15.02

Food and beverages are not permitted in the library.

Section 15.03

Food is not permitted in the classrooms and the seminar rooms. Beverages, such as coffee and soft drinks, are permitted in the classrooms and seminar rooms provided that care is exercised to avoid spillage and provided that containers are removed after beverages are consumed.

16. Tape Recording of Classes

Section 16.01

Permission to tape record classes must be obtained from the professor teaching the class. The giving or withholding of permission is discretionary with the individual professor.

17. Delegation of Authority

Section 17.01

Any authority granted to the Dean by these Rules may be delegated to the Associate Dean.

B. College of Law LL.M. Academic Rules *(Updated by the Cincinnati Law Faculty at its meeting on March 9, 2018)*

1. Credit Hours per Semester

A full-time LL.M. student may not register for courses totaling less than 12 nor more than 16 hours in any semester unless permission is obtained from the Assistant Dean for International Programs or the Associate Dean. Students are not permitted to enroll in more than 18 credit hours in any semester.

LL.M. students may elect a part-time schedule. Such students must finish all of their work to earn the LL.M. degree within 48 months. (Visa rules may prevent part-time enrollment for some students.)

2. Degree Requirements

In order to be eligible for the degree of LL.M. in the U.S. Legal System, a student must have:

- earned a law degree outside of the U.S. or be eligible to practice law outside of the U.S.
- completed the required subjects and sufficient elective subjects to make an aggregate of 24 semester credit hours;
- earned passing grades in 24 semester credit hours; and
- completed a residence period of two semesters or its equivalent.

The required subjects are as follows: Two-week LL.M. Orientation program - zero credits; The U.S. Legal System - three credits; Legal Research and Writing for LL.M. Students - 3 credits.

Updated by the College of Law Faculty at its meeting on April 14, 2017.

3. Classes outside the Law School

LL.M. students may not take classes for credit toward the LL.M. degree outside of the College of Law.

4. Examinations

LL.M. students will be permitted one additional hour for each examination. This does not apply to take-home exams.

LL.M. students may bring a hard copy translation dictionary into exams unless otherwise instructed by the professor. The dictionary may NOT have any notations or handwriting.

A student may defer an examination if one of the following applies:

- The student has two exams scheduled on the same day; or

- The student has two exams scheduled on two consecutive days.

In order to request the deferral of an exam under this rule, the student must complete a Deferred Exam Request Form and submit it to the Registrar by the due date set for the semester. The Associate Dean or her delegate will have discretion to decide which exam will be deferred after ascertaining the student's preferences. Deferred exams will be administered on dates designated for deferred exams during exam periods and will occur after the original dates of the exams.

An examination may also be rescheduled in the event of an emergency or if it has become impossible or impracticable for a student to take the exam at the scheduled time. These are very rare and extreme circumstances that must be approved in advance by the Registrar.

A student whose absence from an examination is not excused by the Dean shall receive a grade of "UWF" (Unauthorized Withdrawal, Failing) in the course.

5. Grades

Letter Grading Option

LL.M. students may elect letter grading. The election of letter grading for any semester must be made by the last day of the next to last full week before the end of regular classes for the semester and such election will apply only to that semester. In the absence of a letter grade election, the student will be evaluated on the modified pass/fail grading scale. If a student elects letter grading, all the student's courses that semester will be graded accordingly, except that such students may choose to take up to three credits per academic year under the alternative grading exception. Only LL.M. students who elect letter grades each semester they attend the College of Law are eligible to transfer into the J.D. program. Letter grades are awarded in keeping with College of Law J.D. Academic Rules section 8 with the following exceptions.

- The Mandatory First Year Curve for J.D. students does not apply to LL.M. students.
- The Upper Level B+ Median for J.D. students does not apply to LL.M. students.
- LL.M. students are not eligible for the Elective Alternative Grading Policy, unless they elect to receive letter grades during that semester and take no more than three credits per academic year under the Policy and a maximum of six credits under the Policy while they are at the College of Law.

Modified Pass/Fail Grading Option

LL.M. students who do *not* elect letter grading (above) will be graded on the following modified pass/fail scale.

HP = High Pass

P = Pass
LP = Low Pass
F = Fail
AW = Authorized Withdrawal
I = Incomplete
IP = In Progress
N = No Grade Reported
T = Audit
UWF = Unauthorized Withdrawal, Failing

High Pass is reserved for work that exceeds the professor's expectations. Pass is assigned for work that meets the professor's expectations. Low Pass is assigned for work that in part did meet the professor's expectations and in part did not meet the professor's expectations. Fail is reserved for work that does not meet the professor's expectations.

The grades of "F" and "UWF" are failing grades. The grades of "Low Pass," and "Pass," and "High Pass" are passing grades. Credit is only granted for classes in which a student earns passing grades.

The grade of "IP" is reserved for courses continuing over two or more semesters. If a student received a grade of "AW," no credit is awarded for the course, but the grade is not considered a failing grade.

A student who receives an incomplete in a course must complete the course before the end of the semester next following the semester in which the incomplete course was taken. An incomplete may not be awarded to a student in the semester of graduation.

An LL.M. student may take one course per semester as an "Audit" if approved by the professor for the class. The student taking a class as an audit will not be required to complete class assignments, exams, papers, or other projects, but will be required to attend class. The audited class will be recorded on the student's transcript with the grade of "T". Courses taken as an "Audit" will not earn the student any credits toward meeting the degree requirements set out in Rule 2, nor will they count toward the minimum credits a student must take as set out in Rule 1. However, students may not audit a course if the credits from that course would require the student to exceed the maximum credits as set out in Rule 1. A student wishing to audit a course must first obtain permission from the professor assigned to teach the course.

There is no mandatory curve or median for grading of LL.M. students. The performance of LL.M. students is not considered in determining grades for J.D. students.

As soon as practicable after each examination period, the Registrar's Office shall distribute to each student an up-to-date transcript. A new transcript is also provided in the case of a change of grade.

Elective Alternate Grading Policy

1) Modified pass/fail LL.M. students are not eligible for Alternative Elective grading. By the last day of the next to last full week before the end of regular classes for the semester, a letter-graded LL.M student may elect to take a course up to three credits during each academic year under the rules set forth in the Elective Alternative Grading Policy in J.D. Rule Section 8.09. A letter-graded LL.M student at the College of Law may elect to be graded on a modified pass-fail scale (i.e., high pass, pass, low pass, fail) for coursework completed at the College of Law with limitations and exceptions as provided in the following sections.

2) A student's election to be graded on the modified pass-fail scale shall be limited to:

- A) (1) three credits per academic year; and
(2) no more than six total credits while a student at the College of Law.
- B) Some courses at the College of Law are normally graded using the modified pass-fail scale. Credits for these courses will not count against the limitations provided in this policy in 2)(A) herein.

3) A student may not elect grading on the modified pass-fail scale in any of the following courses:

A) any required courses, including:

- 1) any course required for first-year J.D. students;
- 2) Client Counseling or any course taken to satisfy the client counseling requirement;
- 3) Professional Responsibility or Legal Ethics;
- 4) any course designated as satisfying the writing requirement for graduation;
- 5) any course designated as satisfying the seminar requirement for graduation;
- 6) any course required of a transfer student to complete graduation requirements;
- 7) any newly adopted required courses;

B) any clinic;

C) any course for which the professor has elected not to participate in the elective alternate grading policy for that course. In their first semester of teaching at the College of Law, adjunct professors and visiting professors must participate in the elective alternate grading policy unless their course is not eligible for alternative grading in

accordance with this Section 8.09.

4) A student must provide notice of her election to the Registrar by the last day of the next to last full week before the end of regular classes for the semester. The deadline for making the election for a short course (or other course that meets on a basis other than at least weekly during the semester) will be the day after the third meeting of the course. The election will not be deemed final until the student receives an email confirmation from the Registrar.

5) Upon proper notice to the Registrar of the student's election, the student shall not be permitted to rescind her election.

6) Electing to have a course graded using this alternate grading system does not relieve a student from the requirements of the course as set forth by the professor including, without limitation, attending class, participating in class, taking quizzes, turning in projects and papers, taking exams, and attending court or other events.

6. Honors and Dean's List

LL.M. students who have elected the Letter Grade option are eligible for Dean's List beginning their first semester, so long as a full-time student is enrolled in at least 12 credit hours or a flex-time student is enrolled in at least 9 credit hours. The standard for qualification for the Dean's Honors List is a 3.33 grade point average or **2 High Passes and no grade lower than a Pass.**

Letter Grading Option - Honors

Latin Honors will be awarded to letter graded students whose GPA falls within the award ranges determined by the Registrar.

Modified Pass/Fail Grading Option - Honors

LL.M. students who complete their degrees with at least 30% of their grades being High Pass; receiving no failing grades; and receiving no more than one grade of Low Pass will receive the distinctions of "With Honors" on their diplomas and transcripts.

7. Seminars and Clinics

LL.M. students may be added to closed seminar classes with the consent of the professor. Because LL.M. students are not required to have upper-level writing experiences as are J.D. students, seminar professors have discretion to adjust seminar assignments for LL.M. seminar participants.

Professors of clinics have the discretion to offer LL.M. students the opportunity to participate in clinics in limited ways for fewer credit hours than would be earned by J.D. students.

8. Repeating Courses

A student who receives a grade of "F" or "UWF" in a required course must repeat the course and receive a passing grade in the course to be eligible to graduate. A student who receives a grade of "F" or "UWF" in an elective course may repeat the course for credit, and both grades will appear on the student's transcript. An LL.M. student may not repeat a course in which the student received a grade of "Low Pass" or higher.

9. Eligibility to Continue Study

In order to be eligible to continue study at the College of Law, an LL.M. student must not fail more than 1 course in any semester or no more than 2 courses in total. A student who fails to comply with this standard shall be notified by the Dean in writing that the student is ineligible to continue study.

10. Visiting Status

Law students who initially trained in law outside the U.S. who have already earned an LL.M. degree from another U.S. university or who have completed the LL.M. degree at the College of Law but wish to engage in further law studies may be admitted to the LL.M. program as a "Visiting Student" with permission of the Dean. Such students may remain a "Visiting Student" for no more than one year without special permission from the Dean.

Law students who initially trained in law outside the U.S. who wish to study law in the U.S. for only one full-time semester may be admitted to the LL.M. program as a "Visiting Student" with permission of the Dean.

11. J.D. Rules that Apply to LL.M Students

The following College of Law Rules for the J.D. program apply to LL.M. students in the same way they apply to J.D. students:

- Rule 2 - Class Attendance and Course Preparation
- Rule 3 - Course Withdrawal
- Rule 4 - Withdrawal from School
- Rule 6 - Outside Study
- Rule 7 - Examinations
- Rule 12 - Honor System
- Rule 13 - Commencement Attendance
- Rule 14 - Transcript of Grades
- Rule 15 - Smoking, Food, and Beverages
- Rule 16 - Tape Recording of Classes
- Rule 17 - Delegation of Authority

12. Rules Pertaining to Cincinnati Law LL.M. Student Applications for Transfer into the Cincinnati Law J.D. Program *(Approved by Admissions Committee 3/6/18)*

Overview

Current Cincinnati Law LL.M. students who wish to transfer into the Cincinnati Law JD program will be considered for admission under this policy. This policy does not apply to LL.M. students at or graduates of other schools. The transfer admissions process is more selective than the LL.M. admissions process, and only exceptional applicants will be admitted. LL.M. students should not expect to be admitted to the J.D. program. This policy will take effect on August 15, 2018.

Criteria for Admission

The decision to admit an LL.M. student requires a determination by the Admissions Committee that the applicant is likely to be successful in law school classes; able to pass a bar examination in the U.S.; and
a valued addition to the Cincinnati Law community and the legal profession.

Admission will be based primarily upon two criteria:

- 1) the applicant's academic record as an LL.M. student at Cincinnati Law, with particular focus on the courses completed and the applicant's performance in those courses, and
- 2) recommendations from Cincinnati Law faculty.

To a lesser extent, the admissions decision will also consider the applicant's pre-Cincinnati Law background, including schools attended and work history. Although applicants are not required to take the LSAT exam, if an applicant has taken the exam, the admissions decision will also consider that score.

Timing of Application

Students must complete at least two courses from this list before applying for admission¹:

- Civil Procedure
- Criminal Law
- Constitutional Law
- Contracts¹
- Property
- Torts

¹ Students are strongly encouraged to take Contracts

- Business Associations
- Criminal Procedure
- Evidence
- Sales
- Secured Transactions
- Wills

Students may apply after receiving grades from the first semester at Cincinnati Law but no later than 30 days after receiving second semester grades. The Admissions Committee will accept only truly

outstanding applicants based on first semester grades. If the Committee denies an application after the first semester, the student may reapply after receiving second semester grades. Students who elect to be graded on a “High Pass/Pass/Low Pass” scale are not eligible to transfer into the J.D. program.

C. College of Law Graduate Certificate Rules

1. Certificate Requirements

Students must earn at least 12 credit hours (and up to 18 credits), consisting of two required courses (4 credits) and 3 or 4 elective courses (8 or more credits). The required courses are:

- Two-week LL.M. Orientation program
- The U.S. Legal System – 3 credits
- These required classes may be waived for practicing attorneys for whom these basic courses would not be beneficial. Students will select the rest of their classes from the curriculum related to the field of law of interest to them.

2. Grades

Graduate certificate students shall have the option of having their classes graded using letter grades or the modified pass/fail scale. Graduate certificate students will be asked to elect the grading scale they wish to be graded on no later than the date set by the Registrar prior to the students' first exam period. These students will not be permitted to change this election.

Letter Grades

Section 8.02

The grading of students shall be indicated by the following letter and honor point equivalents:

A+ = 4.33

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
D- = 0.67
F = 0.0

AW = Authorized Withdrawal

I = Incomplete

IP = In Progress

NA = Not Applicable

N = No Grade Reported

S = Satisfactory Completion

T = Audit

U = Unsatisfactory Completion

UWF = 0.0 Unauthorized Withdrawal, Failing

Professors shall assign letter grades as they deem appropriate, keeping in mind the following standards:

- A is reserved for work that exceeds the professor's expectations.
- B is reserved for work that meets the professor's expectations.
- C is reserved for work that in part meets the professor's expectations and in part does not meet the professor's expectations.
- F is reserved for failing work.

Modified Pass/Fail Scale

Grading of graduate certificate students who elect to be graded using the modified pass/fail scale shall be indicated by the following:

HP = High Pass

P = Pass

LP = Low Pass

F = Fail

AW = Authorized Withdrawal

I = Incomplete

IP = In Progress

N = No Grade Reported

T = Audit

UWF = Unauthorized Withdrawal, Failing

High Pass is reserved for work that exceeds the professor's expectations. Pass is assigned for work that meets the professor's expectations. Low pass is assigned for work that in part did meet the professor's expectations and in part did not meet the professor's expectations. Fail is reserved for work that does not meet the professor's expectations.

Other Grading Information

The grades of "F," "UWF," and "U" are failing grades. The grades of "Low Pass," "Pass," and "High Pass" are passing grades. Credit is only granted for classes in which a student earns passing grades.

The grade of "IP" is reserved for courses continuing over two or more semesters. If a student received the grade of "AW," no credit is awarded for the course, but the grade is not considered a failing grade.

A student who receives an Incomplete in a course must complete the course before the end of the semester next following the semester in which the Incomplete course was taken. An Incomplete may not be awarded to a student in the semester of graduation.

A graduate certificate student may take one course as an "Audit" if approved by the professor for the class. The student taking a class as an audit will not be required to complete class assignments, exams, papers, or other projects, but will be required to attend class. The audited class will be recorded on the student's transcript with the grade of "T". Courses taken as an "Audit" will not earn the student any credits toward meeting the certificate requirements. A student wishing to audit a course must first obtain permission from the professor assigned to teach the course.

There is no mandatory curve or median for grading of graduate certificate students. The performance of graduate certificate students is not considered in determining grades for J.D. students.

As soon as practicable after each examination period, the Registrar's Office shall distribute to each student an up-to-date transcript. A new transcript is also provided in the case of a change of grade.

3. Assignments

Professors may, if they wish, adjust class assignments or offer alternative assignments to graduate certificate students.

IV. College of Law Policies

A. Student Code of Conduct

The University Student Code of Conduct can be found at this link:

<http://www.uc.edu/content/dam/uc/conduct/docs/SCOC.pdf>

B. Honor Code

Honor Council

“Good moral character” is a prerequisite for admission to the Bar and practice of the law. The imperative of personal integrity, however, exists long before a person is admitted to law practice; personal integrity is necessary in all conduct of a law student, whether law-school related or not.

The College of Law has designated six areas of law student academic misconduct that are within its power to control and in which personal integrity is imperative:

- a) the taking of examinations,
- b) the preparation of writing assignments,
- c) the use of the library and its reference materials,
- d) the falsifying of any documents relating to the College of Law,
- e) the disrupting of the orderly conduct of classes or meetings in the College of Law, and
- f) seeking to identify oneself in order to compromise the anonymous grading system.

The Honor Council is charged with administering the Honor System, informing all students about the Honor System, and evaluating suggestions for changes in the System. The Council shall investigate and, where necessary, adjudicate all suspected violations of the Honor System brought to its attention.

The Honor Council consists of twenty-two members, seventeen students and five full-time faculty members. The student members include the President of the Student Bar Association, the Chairperson of the Student Legal Education Committee and five representatives chosen in an election conducted by the Student Bar Association in the fall of each year.

Honor Code and Honor System

As revised, amended, and approved by the Faculty at its regular meetings, October 6, October 27, 1989, May 6, 1994, May 8, 2000, May 6, 2016, and April 14, 2017.

The official version of the Honor Code is posted on the website of the College of Law.

§ 1.00 Purpose, Policy and Scope

As stated in Section 12.01 of the Rules of the College of Law, a student enrolled in the College is governed by the Honor System and Honor Code. The Honor Code, governing academic misconduct, presumes that “good moral character” is a prerequisite for admission to the bar and practice of law and that individual personal integrity is essential in all aspects of a law student’s life, whether law school related or not.

The College of Law has designated six areas of law student academic misconduct that are within its power to control and in which personal integrity is imperative. These areas are:

- a) cheating in the taking of examinations,
- b) cheating in the preparation of writing assignments,
- c) the misuse of the library and its reference materials,
- d) the falsifying of any documents relating to the College of Law,
- e) the disrupting of the orderly conduct of classes or meetings in the College of Law, and
- f) seeking to identify oneself in order to compromise the anonymous grading system.

These areas are addressed in more detail in this Honor Code.

Under this Honor Code, the Honor Council shall have exclusive jurisdiction over the procedures leading to the recommendation of sanctions for academic misconduct. The recommended sanctions, approved by the Faculty, are, however, subject to appeal to the University Judicial Council.

Non-academic misconduct, to be distinguished from academic misconduct, is subject to inquiry and to disciplinary sanctions under separate rules promulgated by the University.

§ 2.00 Violations

The following are meant to serve as examples of what would be considered violations of the Honor Code. They are not meant to be exhaustive but to provide guidance for evaluating possible violating conduct.

§ 2.01 Examinations

The scheduling of examinations is set out in Section 7 of the Rules of the College of Law, and the procedures to be followed in taking examinations are outlined by the College administration. In general, the College of Law does not supervise the conduct of law students while taking examinations. Customarily, examinations are released to the members of a class at the same time in a designated location. Under the Honor System, examinations must be the product of the student’s own efforts and the student must follow the rules prescribed by the instructor, such as time limitations.

The Honor System requires that no student shall cheat with respect to an examination. "Cheating" is defined as knowingly using, receiving or giving information, or taking any other unauthorized advantage when writing an examination. The following examples of cheating shall serve as a general guide, but shall not be construed as exclusive:

- a) commencing an examination before the stipulated time or writing or adding to an examination answer after the time specified by the instructor for the end of the examination period;
- b) presenting or turning in an examination to the proctor or instructor in the room designated after the time specified by the proctor or instructor for the end of the examination period;
- c) leaving the immediate vicinity of the law school building during the course of an examination without express permission of the instructor in charge;
- d) stealing, copying, or retaining any examination questions other than those expressly released by the instructor in charge for those purposes;
- e) failing to use the student's own efforts, including plagiarism and consultation with sources not expressly permitted by the instructor;
- f) discussing the contents of the examination with anyone before all students' completion and submission of the examination;
- g) engaging or attempting to engage any person to take an examination in the student's stead, or taking an examination for another; and
- h) failing to follow the rules of the examination as set out by the instructor or the College of Law.

In addition to the above, it is a violation of the Honor System to disrupt an examination or disturb others taking an examination.

Any instances of the above-described conduct, or other unacceptable conduct involving the taking of examinations, shall be subject to investigation and possible sanctions.

§ 2.02 Writing Assignments

A student is required to prepare a number of writing assignments during the student's law school career. Each assignment must be the product of the student's own efforts. Any student who prepares an assignment in violation of this provision may be subject to sanctions in accordance with this Honor Code.

Conduct subject to investigation and possible sanctions includes, but is not restricted to, that in which the student knowingly:

- a) has received or rendered unauthorized assistance, either written or verbal;
- b) has plagiarized material or in some way represented another's work as the student's own;
- c) has lied about work or otherwise misrepresented that work has or has not been performed;
- d) has submitted a written project for credit in a course when that written project already has been used for previous academic credit, unless that student is expanding a research project previously submitted for academic credit and obtains express permission from the instructor in the subsequent course;
- e) has stolen, destroyed, mutilated, damaged, hidden or otherwise handled books, materials or resources in such a way as to prevent fair use by other students doing research for the writing assignment, including non-printed materials, such as videotapes and electronic research equipment (e.g. computer terminals);
- f) has followed a course of action in the student's research or writing prohibited by the instructor; and
- g) has taken any other unauthorized advantage.

It shall be presumed that collaboration, in the sense of discussion and sharing of information by students concerning a common assignment, has been approved by the instructor. However, if the instructor specifically prohibits such collaboration, no such presumption shall be raised, and any collaborative conduct subsequent to the prohibition shall be subject to investigation and possible sanctions.

The provisions of this section apply to assigned library problems and writing work in connection with law school activities.

§ 2.03 Library and Its Reference Materials

The law library exists to provide all students with a quiet place to study and with the materials needed to research the law. In order to fulfill these twin purposes, each student must treat other students in the library with courtesy and must handle the library materials with respect.

A student is in violation of the Honor Code when he or she knowingly:

- a) removes books or materials on reserve without signing them out with the intent of

- disadvantaging another student or user of the College of Law's materials;
- b) does not return books or materials within the specific time limit with the intent of
disadvantaging another student or user of the College of Law's materials;
- c) steals, destroys, mutilates, damages, hides or otherwise handles books, materials or
resources in any unauthorized manner; or
- d) removes books or materials not on reserve from the library except for copying within the
law school building or under specific authorization of the librarian.

The preceding Honor Code violations are illustrative examples of impermissible conduct, not an exhaustive list of all library violations. The library staff also promulgates rules which the student is expected to follow.

§ 2.04 Falsifying Documents

A student is expected to set forth truthful information in all documents relating to the College of Law. Possible violations of the Honor Code relating to documents include, but are not limited to:

- a) knowingly falsifying application papers for entry into the College of Law;
- b) knowingly altering grade records or transcripts; and
- c) knowingly misrepresenting academic performance at the College of Law on resumes, job
applications, or bar admission papers.

§ 2.05 Disruption

Knowing disruption which prevents the orderly conduct of classes, examinations, or meetings is academic misconduct and a violation of the Honor Code.

§ 2.06 Compromising Anonymous Grading

With respect to any work that is to be graded on an anonymous basis, it shall be an Honor Code violation to purposefully act in a manner that is reasonably calculated to identify oneself to the person grading the work so that the anonymous grading system is compromised.

§ 3.00 Reporting of Violations

The Honor System places a duty on each member of the College of Law community, whether a student, faculty, librarian or staff, who has personal knowledge of a violation of the Honor Code, to report such violation to the Honor Council. It shall be a violation of the Honor Code for a student having personal knowledge of an Honor Code violation to fail to report the violation in conformity with § 6.01 and § 6.02 of the Code.

§ 4.00 Honor Council Selection Procedure

The Honor Council shall be composed of twenty-two (22) members as follows: seventeen (17) students and five members of the full-time faculty. The five faculty members shall be selected each year by the Dean after consultation with the Faculty Advisory Committee. The seventeen student members shall be the President of the Student Bar Association ("SBA"), the Chairperson of the Student Legal Education Committee ("SLEC"), and five (5) students from each class selected as follows:

a) At the beginning of the fall semester of each academic year, the SBA President, the Honor Council Chairperson, and the SLEC Chairperson shall solicit through the posting of notices in the first-floor hallways applications from students in the College of Law. Applications shall be solicited from students in each class in which the number of current Honor Council members is less than five (5), not counting the SBA President and the SLEC Chairperson. The period of solicitation shall be not less than one week. In order to ensure a sufficient number of applicants, the SBA President, the Honor Council Chairperson, and the SLEC Chairperson may personally solicit applications during the period of solicitation. Students who wish to apply shall submit a nomination bearing their own signature and the signatures of at least ten (10) members of their own class. Applicants shall also explain why they wish to serve on the Honor Council by submitting a statement not to exceed one page in length. From the applications submitted, the SBA President, the Honor Council Chairperson, and the SLEC Chairperson shall select five (5) applicants from the class of first-year students and a number of second- and third-year student applicants sufficient to fill existing vacancies. Students serving as Honor Council members at the time of adoption of this Honor Code shall continue as members of the Honor Council. The SBA President, the Honor Council Chairperson, and the SLEC Chairperson shall submit the names and applications of the persons so selected to the Dean for approval. Upon approval by the Dean, the persons so selected shall, together with the previously selected members, the SBA President, and the SLEC Chairperson, compose the student membership of the Honor Council. In the event the Dean fails to approve the appointment of any person selected by the SBA President, the Honor Council Chairperson, and the SLEC Chairperson, the SBA President, the Honor Council Chairperson, and the SLEC Chairperson shall, in their sole discretion, either submit the name and application of another person or persons from the original pool of applicants or repeat the procedure outlined above to procure additional applicants. The SBA President, the Honor Council Chairperson, and the SLEC Chairperson shall continue to submit names to the Dean until the Dean has filled the existing vacancies on the Honor Council. Student members of the Honor Council shall serve until their graduation, unless removed prior to that time as provided in Section 5.00 of this Honor Code.

b) In the Spring Semester, the student members of the Honor Council shall elect from among their number a first-year or second-year student to serve as Chairperson for a one year term beginning May 1. Any first- or second-year student who is a member of the Honor Council is eligible to be elected Chairperson of the Honor Council, except that no person may serve as Honor Council Chairperson and SBA President or SLEC Chairperson simultaneously.

- c) No person may serve as Associate Chairperson and SBA President or SLEC Chairperson simultaneously.
- d) The SBA President, Honor Council Chairperson, and the SLEC Chairperson may fill vacancies on the Honor Council by following the procedures described above.
- e) In recognition of the fact that Honor Council members will be physically unavailable to perform duties when school is not in session, the Chairperson of the Honor Council is authorized to appoint temporary Honor Council members to assist in any proceeding as described in Sections 7 and 8.

§ 5.00 Honor Council: Duties and Confidentiality

The Honor Council is charged with administering the Honor System, informing all students of the Honor System, and evaluating suggestions for changes in the Honor System. The Honor Council shall investigate and, where necessary, adjudicate all suspected violations of the Honor System brought to its attention in conformity with Sections 6.01 and 6.02 of the Code. Such investigation and adjudication shall conform to procedures described in Sections 6.00 - 9.00.

Honor Council members shall be subject to dismissal from Honor Council for unethical conduct or neglect of duties. Any Honor Council member found to have violated the Code shall be permanently dismissed from the Honor Council. Unethical conduct other than a violation of the Honor Code shall be brought to the attention of the Chairperson, who, after any necessary investigation, shall call a closed meeting of Council for the purpose of evaluating the charges.

The member under investigation shall have the same rights afforded to a student under investigation under Section 6.03 of the Code. The member under investigation shall be permanently dismissed from Council if a majority of Council, excluding the member under investigation, votes to dismiss him or her. The procedure specified in this section shall also be followed for a member accused of neglect of Honor Council duties.

The confidentiality of all adjudicatory proceedings before the Honor Council shall be maintained at all times by its members. Pending cases shall not be discussed by any Honor Council member with any person other than the reporting witness, the student under investigation, witnesses, or other Honor Council members. A case shall be considered "pending" from the time at which a suspected violation is reported until it is finally adjudicated, whether by a dismissal under Sections 7.04 or 8.02, by a hearing and final determination of sanction(s) under Sections 8.00 and 9.00, or until all rights of appeal to the University Judicial Council have been exhausted.

Violation of this provision is an Honor Code violation and shall result in permanent dismissal from the Honor Council.

The Chairperson of the Honor Council shall maintain a file containing copies of the current Honor Code and Honor System and the Rules of the College of Law, all investigatory findings and judicial panel decisions, correspondence, and other material deemed appropriate by the Chairperson. All adjudication reports and all private correspondence within this file shall be kept

confidential at all times and may not be disclosed to any person other than a member of the Honor Council, a member of the faculty reviewing the recommended sanction(s) pursuant to Section 9.01, and the person or persons who are the subject of the particular adjudication or correspondence. This file shall be kept by the College of Law Administration under restricted access.

Upon entering the College of Law, each new student shall receive a copy of the Honor Code and Honor System. In addition, a brief oral explanation of the Honor Code and Honor System shall be provided.

§ 5.01

If the Dean determines that the Chairperson should be excused for cause or at the Chairperson's request, the Associate Chairperson shall act as Chairperson. The Chairperson shall not resume his or her duties until the Dean consents. The Chairperson may not be dismissed as Chairperson or as an Honor Council member except in accordance with Section 5.00 of this Code.

§ 6.00 Rules of Procedure: Reporting

The procedures set forth in Sections 6.01 through 9.05 are administrative guidelines. The Honor Code, including its timeline, does not create a substantive right for a student under investigation. The report shall not be dismissed for failure to meet a time limitation.

§ 6.01

All suspected violations of the Honor Code shall be reported promptly to any Honor Council member. Because of the requirement that all students report any suspected violation of the Honor Code, this information is not considered to rise to the level of an accusation or allegation by the College of Law of any wrongdoing. It is merely a report.

§ 6.02

The person reporting a suspected Honor Code violation, defined as the reporting witness, shall be instructed by the Honor Council member receiving the notification to promptly prepare and return to the member a written statement setting forth the name of the student under investigation, the date and approximate times of the violation, and a complete description of the violation alleged. The statement must be signed and dated by the reporting witness. Upon its receipt, the Honor Council member shall deliver the statement to the Chairperson of the Honor Council.

The Chairperson shall notify the student under investigation within five (5) business days of receiving the reporting witness' statement that an Honor Code violation has been reported against him or her. Notice to the student under investigation must be in writing, accompanied by a copy of the reporting witness' statement, and the Honor Code. The Chairperson shall also notify the student under investigation of a right to choose as counsel any College of Law student who is not a member of the Honor Council and/or professional counsel. Notice shall be effected

by mailing a notice to the address listed with the registrar for notification of grades and sending a notice via the student's University of Cincinnati email address.

§ 7.00 Rules of Procedure: Investigation

§ 7.01

Within the five (5) business days of receiving a reporting witness' statement, the Chairperson shall appoint an investigating team composed of two student members and one faculty member of the Honor Council.

§ 7.02

The investigation process shall be completed as soon as practicable, but no later than ten (10) business days following the appointment of the investigating team.

§ 7.03

The investigating team shall compile a written record, including its assessment of the report and surrounding facts, and shall recommend a dismissal or a hearing. If one or more members of the investigating team determines that the matter should not be dismissed, the investigating team shall recommend a hearing to the Chairperson in writing. If the investigating team unanimously agrees that the report should be dismissed, it shall recommend a dismissal to the Chairperson in writing.

§ 7.0

If the Chairperson, upon reviewing the investigating team's recommendation of dismissal, agrees that the report should be dismissed, he or she shall request permission from the Dean to dismiss it. If the Dean grants permission, the Chairperson shall inform the student under investigation, the investigating team, and the reporting witness that the report has been dismissed. If, upon review of the recommendation of dismissal, either the Chairperson or the Dean determines that the dismissal was improvidently recommended, the Chairperson or Dean may elect to proceed to a hearing under Section 8.00.

Should the matter proceed to a hearing, the investigating team shall present the facts and question witnesses as described in Section 8.11 in opposition to the accused.

§ 8.00 Rules of Procedure: Hearing

§ 8.01

Within three (3) business days of receiving a recommendation for a hearing, the Chairperson of the Honor Council shall appoint a judicial panel comprised of three student members and two faculty members of the Honor Council. The individuals appointed to this panel shall not have participated in the investigating team. One of the faculty members so appointed shall serve as Chairperson of the judicial panel. The Chairperson of the Honor Council shall provide a letter of

instruction to the Chairperson of the judicial panel explaining the rights of the student under investigation and the procedure defined in this Section.

§ 8.02

The judicial panel shall meet within seven (7) business days of its appointment by the Chairperson to consider the recommendation of the investigating team and determine whether a hearing was improvidently recommended. If the panel determines that a hearing has been improvidently recommended, the report is dismissed in its entirety. A report so dismissed shall not rise to the level of an accusation of wrongdoing. If the panel determines that a hearing was not improvidently recommended, the judicial panel will accept the recommendation as an accusation of wrongdoing.

§ 8.03

The Chairperson of the judicial panel shall notify the accused student in writing of the date, time and place of the judicial panel hearing at least ten (10) business days prior to the hearing, unless the parties agree to an earlier schedule.

§ 8.04

The investigating team and the accused student shall make available for examination by one another all information pertaining to the alleged violation, including the names of witnesses who will present information at the hearing and copies of written statements made by the accused or by any witness who will present information at the hearing. Information shall be disclosed as soon as practicable, and in any event, no later than seven (7) business days prior to the hearing. The seven (7) business day timeframe may be waived by mutual agreement.

In the event either the investigating team or the accused student gathers or otherwise receives new information within forty-eight (48) hours of the scheduled hearing, the opposing party shall immediately be notified. The opposing party shall have the right to examine this newly gathered information and to request a postponement of the hearing. Upon the request of either party, the Chairperson of the judicial panel may reschedule the hearing if justice so requires.

Failure of the accused student or of any member of the investigating team to exchange information in accordance with this Section is a violation of the Honor Code.

§ 8.05

The hearing before the judicial panel shall be closed.

§ 8.06

The proceedings shall be electronically recorded, but failure of the equipment shall not invalidate the hearing.

§ 8.07

If the accused is unable to appear at the hearing, the accused shall so notify any member of the judicial panel before the hearing and explain the reason for the absence. If the accused fails to appear at the hearing without reasonable excuse, the judicial panel may proceed to hear the information, decide the matter, and recommend sanction(s). If the judicial panel so proceeds, the accused may, within three (3) business days of the hearing, petition the judicial panel for a rehearing in his or her presence on the grounds that the accused was unable to notify any member of the judicial panel of the inability to attend the hearing. Upon the receipt of such a petition, the judicial panel shall hold a rehearing if justice so requires.

§ 8.08

The accused may decide whether to testify and whether to waive any statutory privilege.

§ 8.09

The judicial panel shall not be bound by statutory or common law rules of evidence except statutory privileges. The accused and his or her counsel will enjoy an attorney-client privilege. The Chairperson shall admit all relevant and useful information of the sort that responsible persons rely upon in making decisions of a serious nature. Moreover, all questions of procedure or admission of information shall be decided by the Chairperson, who may allow argument by the parties.

§ 8.10

Any member of the judicial panel shall be disqualified from sitting on the panel if, in the member's opinion, he or she would be unable to make an impartial decision. The accused may challenge any judicial panel member before the hearing begins on the ground of bias or prejudice. The challenged judicial panel member may be excluded by majority vote of the other judicial panel members, not including the challenged member. If a judicial panel member is excused from service, the Chairperson of the Honor Council shall appoint a new panel member from among other Honor Council members who have not participated in any prior proceedings involving the violation of the Honor Code to be adjudicated.

§ 8.11

The procedure at the hearing is as follows:

- a) The student members of the investigating team and the accused shall have the opportunity to present opening statements.
- b) The student members of the investigating team shall present their information. Only one student member of the investigating team may examine or cross-examine a single witness.
- c) The accused shall have the opportunity to present information in his or her defense.

- d) The student members of the investigating team, then the accused, shall present final statements; however, the student members of the investigating team may split their final argument, reserving a brief time for rebuttal.
- e) Any member of the judicial panel may, at any time during the hearing, ask any relevant question of the accused, his or her student counsel, any member of the student investigating team or of any witness.

§ 8.12

After the parties have made final statements, the judicial panel shall deliberate in closed session and after due deliberation shall vote:

- a) The accused did not commit the violation.
- b) The accused did commit the violation.

A majority vote by the judicial panel that the information admitted at the hearing proves by clear and convincing evidence one of the above shall constitute a final decision.

§ 8.13

If the panel after due deliberation decides that the accused did not violate the Honor Code as charged, the proceedings are terminated. The panel shall write a brief statement of its decision, findings, and reasons for decision and deliver the statement to the Chairperson of the Honor Council who shall file the statement in the Honor Code records described in Section 5.00 and in the student's file.

§ 8.14

If the panel after due deliberation decides that the accused violated the Honor Code as alleged, the panel shall write a statement of its decision, findings and reasons for decision and shall set forth in writing a finding of violation. The statement shall include any mitigating and aggravating factors. The panel shall also set forth in its statement its recommendation for a sanction or sanctions set forth in Section 9.00 and its reasons for its recommended sanction(s). The panel shall submit its statement and recommended sanction(s) to the Dean of the College of Law who shall present the statement to the faculty for its consideration at its next regularly scheduled meeting or special meeting if the Dean believes a special meeting to be appropriate.

§ 9.00 Rules of Procedure: Sanctions

§ 9.01

The judicial panel, upon a finding of violation by the accused, may recommend to the full-time faculty that any or all of the following sanctions be imposed:

- a) placement of a letter detailing the decision of the Honor Council in the accused's law school file, to include mitigating or aggravating factors;
- b) notation of the charge, verdict and findings in mitigation or in aggravation on the accused's transcript of grades;
- c) recommendation to the faculty member(s) in whose class the report was raised to reduce the accused's grade, possibly to a failing grade, in any course in which the accused's violation occurred;
- d) temporary suspension from the College of Law, which must be:
 - a. for a time certain, at the expiration of which the student may apply for automatic reinstatement, or
 - b. under stated conditions, which the student must meet before applying for reinstatement, or
 - c. both; and
- e) expulsion from the College of Law.

§ 9.02

If classes are not in session, full-time faculty may participate via video conferencing software. If a faculty member may not vote pursuant to Section 9.03, he or she shall not count toward the quorum.

§ 9.03

In reviewing the sanction(s) recommended by the judicial panel, the full-time faculty need not attribute to that recommended sanction(s) a presumption of correctness; however, the full-time faculty shall accept the determination of the judicial panel unless the faculty determines that the finding of violation, as based upon the statement of facts prepared by the judicial panel, is clearly erroneous. Those faculty members who participated in the investigating team, judicial panel, or the faculty member in whose class the report was raised may not vote or participate generally in deliberations over sanctions except to answer questions posed in the meeting.

§ 9.04

After the full-time faculty has determined a sanction(s), the Dean, in writing shall:

- a) notify the accused of the sanction(s) imposed and that he or she has a right to appeal to the University Judicial Council pursuant to its rules governing appeal;
- b) send a copy of the sanction(s) so imposed to the Chairperson of the Honor Council for

filing in the Honor Council records; and

- c) in the absence of an appeal or after the termination of an unsuccessful appeal, impose the sanction(s) which the full-time faculty determined to be appropriate, unless the faculty otherwise directs.

§ 9.05

In any Honor Council proceeding in which there is a finding of violation, a faculty member in whose course the alleged violation occurred may award any grade which the faculty member deems justified. In any Honor Council proceeding in which there is a finding of no violation or a dismissal, the student's grade may not be changed.

Revised by the faculty – April 2017

C. Working During Law School

Students should not be employed in excess of what is compatible with a full-time commitment to the study of law. To that end, the Faculty of the College of Law strongly recommends that first-year law students not engage in any employment during the academic year, other than over breaks of one week or more, in order to have sufficient time to focus on the rigors of the first-year curriculum. The Faculty further recommends that second and third-year law students not be employed for more than twenty hours per week during the academic year.

D. Alcohol and Drug Use Policy

Research indicates that those in the law profession are at a heightened risk to develop problems with substance abuse, due to many factors specific to the profession, including stress, workload and time constraints.² The American Bar Association's House of Delegates has recently adopted a resolution urging law schools to increase their efforts to help future attorneys with mental health and substance abuse issues.³

UC Law is committed to helping students find healthy ways to deal with stress and to support them with confidential assistance if they are struggling with substance abuse. We aim to encourage students to think more carefully about the effects of alcohol and drug use on their lives during law school and during their future careers. We are happy to provide a referral for

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http://www.abajournal.com/news/article/younger_lawyers_are_most_at_risk_for_substance_abuse_and_mental_health_prob/

³ <https://www.law.com/sites/almstaff/2018/02/05/aba-passes-measure-on-lawyer-substance-abuse-and-mental-health/?slreturn=20180423102725>

confidential counseling services if drug and/or alcohol use is causing problems for a student in his or her life.

OLAP, Ohio Lawyers Assistance Program

Referrals for professional counseling services can be made to OLAP, the Ohio Lawyers Assistance Program (www.ohiolap.org, 1 800 348 4343). OLAP provides help to law students with problems related to substance abuse, drug addiction, and mental health problems such as stress, anxiety and depression. OLAP can provide a full confidential substance abuse and mental health assessment and will then recommend services on an individual basis. The OLAP website also offers videos and testimonials, links to the OLAP blog and a variety of self tests.

CAPS, The University of Cincinnati's Counseling & Psychological Services

Referrals for professional counseling can also be made to CAPS, UC's Counseling & Psychological Services, located at 225 Calhoun Street (next to Target), Ste. 200 (call 513 556 0648 for appointments or if you need to see someone in the CAPS office immediately Monday through Friday from 8:30am - 5:00pm). CAPS's 24 hour Consultation and Crisis Helpline number is 513 556 0648 (press 1 to speak with a counselor). CAPS will provide a confidential assessment, counseling and referral to other services if necessary. CAPS's Substance Use Assessment Counseling and Intervention Program is a clinical program that is designed to help students explore their alcohol and drug behaviors, assess for risk factors that can lead to problems, and improve decision-making skills to reduce harmful behaviors. More information about this program can be found at <https://www.uc.edu/counseling/services.html>.

UC Law encourages students to take advantage of CAPS resources. Doing so will not in any way jeopardize your education or your career. All information shared with CAPS is completely confidential.

If you want to learn more about alcohol and drug use, informational brochures are available near the student affairs bulletin board outside the registrar's office in room 201N.

Students interested in a confidential alcohol self assessment tool can go to www.alcoholscreening.org.

UC CAPS recommends the Cincinnati-based Addiction Services Council for additional substance abuse resources and information on drug and/or alcohol treatment, prevention and friends and family support: <https://addictionservicescouncil.org/>. They offer a 24 hour helpline at 513 281 7880.

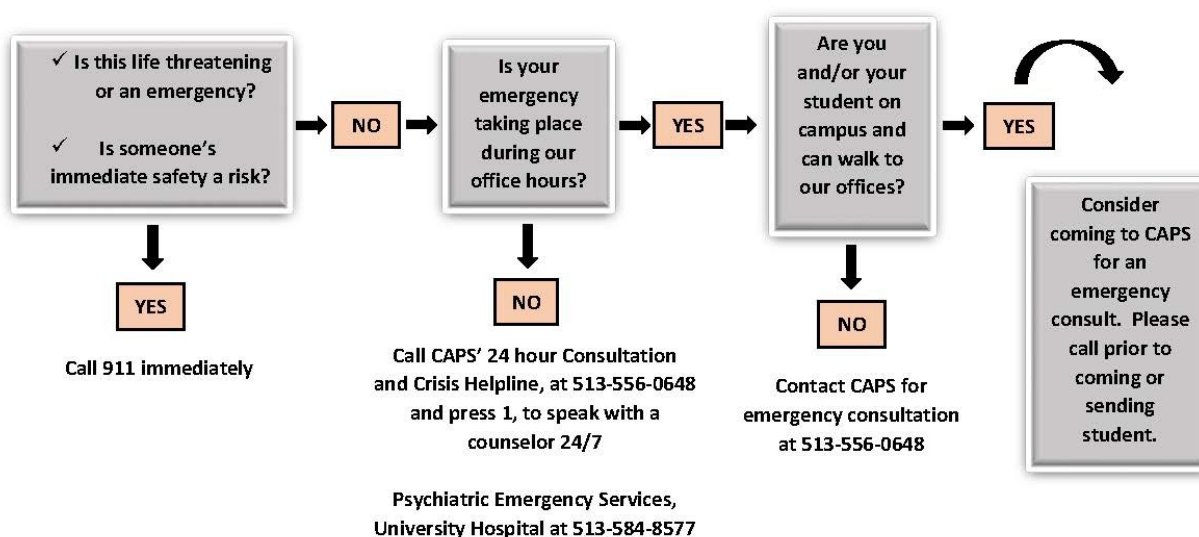
For information on Alcoholics Anonymous meetings in the Cincinnati area, visit <http://aacincinnati.org/> or call 513 351 0422.

For information on Narcotics Anonymous in the Cincinnati area, visit <http://www.nacincinnati.com/> or call 513 820 2937.

Students in crisis should be referred to the Assistant Dean for Academic Affairs, Student Affairs and Diversity. In addition, CAPS refers all UC students to refer to the decision tree below if in crisis.

Division of Student Affairs – Counseling and Psychological Services

EMERGENCY ASSISTANCE DECISION TREE



Concerns regarding a UC Law student's abuse of alcohol or other controlled substances, as well as behavior that may impair a student's ability to meet professional standards over time, should be reported to

Students and employees in violation of drug and alcohol policies governed by the university and local, state and federal laws will be subjected to disciplinary action.

UC Law students should be aware of the university-wide policies related to smoking, alcohol and drug use found below.

The notices below are taken from the UC Drug-Free Schools and Campuses Act (EDGAR Part 86) Annual

Notification (January 2018) found here:

<https://www.uc.edu/content/dam/uc/wellness/docs/2017-2018/UC%20Annual%20Notification%202018.pdf>

Prepared By: Brandy Reeves, MPH Director Sarah Blanton Alcohol, Tobacco, and Other Drug (ATOD) Program Coordinator Student Wellness Center Division of Student Affairs | Health and Wellness

In accordance with the Drug Free Schools and Campuses Act passed by Congress, the University of Cincinnati is required to provide enrolled students, faculty and staff with various pieces of information regarding the unlawful use of drugs or alcohol on University property. The following information describes legal sanctions, health risks, available assistance and treatment avenues as well as University-imposed disciplinary standards for the Main and Regional Campuses.

Drug and Alcohol Abuse Statement

The University of Cincinnati is committed to providing a safe and healthy learning environment for all our faculty, staff, and students. Our institution recognizes that the improper use of alcohol and drugs will interfere with the school's mission and vision by negatively affecting the health and safety of our faculty, staff, and students. All faculty, staff, and students are governed by University of Cincinnati Drug Free Schools & Campuses Act Notification page 11 University rules, as well as by federal, state, and local laws, and will be held accountable for any illegal use or possession of alcohol or other drugs. It is the responsibility of all faculty, staff, and students to be aware of these laws. Employees, students, and campus visitors may not unlawfully manufacture, consume, possess, sell, distribute, transfer, or be under the influence of alcohol, drugs, or other controlled substances on school property, while driving a university vehicle or while otherwise engaged in any university activity or business.

Standards of Conduct

Alcohol and Other Drugs: Standards for Students

It is the goal of the University of Cincinnati to maintain an on campus environment that is conducive to intellectual, emotional, and social growth of all members of its community. The University of Cincinnati has established the following policy governing the possession, sale, and consumption of alcohol on its campuses. It is the university's intention, through these policies, to be clear about university consequences attributed to irresponsible or illegal usage of alcohol on campus.

The university shall implement and enforce the laws of the state of Ohio as stated in the Ohio Revised Code. It is the responsibility of each student, staff, and faculty member to be familiar

with the requirements of the Ohio Revised Code and the provisions of this policy and to conduct themselves accordingly.

As permitted by law individual students, faculty and/or staff may purchase, possess and/or consume beer or intoxicating liquor on campus at certain campus events, in designated campus facilities and in campus facilities having permits issued by the Ohio department of liquor control.

Restrictions in the Ohio Revised Code include the following:

- (1) It is unlawful for a person under 21 years of age to purchase, consume, possess, or transport any beer or intoxicating liquor.
- (2) It is unlawful to knowingly and falsely misrepresent one's age to obtain alcoholic beverages and/or to misrepresent that another is of legal age for such purpose.
- (3) It is unlawful to have in one's possession in a public place without a permit an open container of beer or intoxicating liquor.
- (4) It is unlawful to possess an open container and/or consume any beer or intoxicating liquor in a motor vehicle.
- (5) It is unlawful to serve, distribute beer and/or intoxicating liquor to a minor.

These laws are contained in Chapter 4301 of the Ohio Revised Code. The complete text of the state liquor laws and administrative regulations may be obtained from the department of campus security, campus library, or the Ohio department of liquor control.

Student organizations will be permitted to schedule and/or sponsor on-campus events at which alcohol would be available only at those locations having permits issued by the Ohio department of liquor control.

Student organizations that sponsor off-campus events are expected to adhere to state law. Organizations found to have violated state law may be subjected to the loss of registered status.

Administrative and academic units (colleges, departments) are permitted to schedule and/or sponsor on-campus student events at which beer or intoxicating liquor would be available only in designated areas within those units and only with the approval of the unit head. These events may not be all campus events and must adhere to regulations for on-campus events.

Policy for Campus Events

The following regulations must be followed at on-campus events at which beer or intoxicating liquor are served and/or sold:

- (1) The events must be properly authorized by the administrative unit responsible for the facility(s) to be used.
- (2) Consumption and/or sales are permitted only within the approved area for the event.
- (3) Non-alcoholic beverages must be available at the same place as alcoholic beverages and featured as prominently as the alcoholic beverages.
- (4) The sponsors of the event will implement precautionary measures to ensure that alcoholic beverages are not accessible or served to persons under the legal drinking age or to persons who are intoxicated.
- (5) The sponsors of the event must require proof of legal age for those individual in question as to legal age.
- (6) Marketing, advertising and promotion of events with alcoholic beverages being served should not emphasize the serving of alcohol and/or have any drinking games there associated with the event.
- (7) Management of licensed facilities on-campus reserves the right to limit consumption and/or sales at events in the designated facilities.
- (8) Policy violations and sanctions.

Individuals and organizations found in violation of university regulations will be subject to disciplinary action and may be subject to action outlined in the Ohio Revised Code.

Alcohol or drug possession disclosure from Student Code of Conduct

(a) Alcohol or Drug Possession: Parental Disclosure

In order to reach its goal of maintaining an on campus environment that is conducive to intellectual, emotional, and social growth of all members of its community, the University of Cincinnati's Student Code of Conduct provides for discipline and parental notification as deterrents to alcohol and drug abuse.

- (i) The University of Cincinnati may notify the parents or guardians of any student who is under the age of 21 and who has been found to be in violation of the SCOC with respect to any federal, state, or local law or university policy governing the use or possession of University of Cincinnati Drug Free Schools & Campuses Act Notification page 5 alcohol or a controlled substance.
- (ii) Students will receive copies of notification letters sent to their parents or guardians.

(iii) The university also reserves the right to make any other parental disclosures as permitted by FERPA.

(b) Student Code of Conduct Violations: Non-Academic Misconduct

(i) Section (C)(2)(g) Drugs or narcotics

Uses, manufactures, distributes, buys, sells, offers for sale, or possesses illegal drugs, narcotics, drug paraphernalia, or prescription medication.

(ii) Section (C)(3)(aa) Violation of federal, state, or local law

Violation of any federal, state, or local law where the effect is interference with university activities or an identifiable individual's university work or academic activities.

(c) Student Code of Conduct Sanctions

The unlawful use of alcohol or others drugs may result in disciplinary action by the university, as well as criminal charges and legal penalties. Examples of these may include, but are not limited to, the following:

Substance abuse education or treatment;

Loss of privileges as students or organizations;

Suspension or dismissal from the university;

Suspension or termination of employments;

Fines as determined under state, local, and federal laws;

Incarceration;

Forfeiture of personal or real property; and/or

Denial of federal benefits such as financial aid.

Smoking Policy

(1) Smoking is one of the largest causes of illness and premature death in the United States. Research findings indicate that nonsmokers who are regularly exposed to tobacco smoke are also at increased risk of illness. The university recognizes that smoking any substance in any form poses a public health hazard. For purposes of this policy, "smoking" has the same meaning as in section 3794.01 division (A) of the Revised Code, which is the inhaling, exhaling,

burning, or carrying any lighted cigar, cigarette, pipe, or other lighted smoking device for burning tobacco or any other plant. Additionally, this prohibition includes all tobacco-derived or tobacco-containing products including, but not limited to, cigarettes, electronic cigarettes, vaporizing devices, cigars and cigarillos, hookah smoked products, pipes, oral tobacco (e.g., spit and spitless, smokeless, chew or snuff), and nasal tobacco (e.g., snus). It also includes any product intended to mimic tobacco products, contain tobacco flavoring or the smoking of any other substance that delivers nicotine.

(2) The university has had smoking regulations in place that are stipulated by the state of Ohio and, as a matter of policy, it shall be dedicated to providing a safe and healthy environment. Furthermore, the university has substantial commitments to health-related research, teaching and patient care. Thus, the university community has a particular obligation to be sensitive to healthprotection issues and as a result, the University of Cincinnati intends to provide a one hundred percent tobacco and smoke free environment. The following policy has been developed with these interests in mind and shall be applied consistently to all faculty, staff, students, visitors, volunteers, contractors and patients of the University of Cincinnati. Exemptions can include cessation devices approved by the federal drug administration (not including electronic cigarettes), nicotine replacement therapy, university-sponsored research, and conduct protected by the American Indian Religious Freedom Act codified under 42 U.S.C. § 1996.

Restrictions

(1) "Effective May 1, 2017, smoking and tobacco use (including chewing tobacco and electronic cigarettes as outlined in (A)(1) above shall be prohibited by students, staff, faculty, visitors, vendors, and contractors at all times in or on University of Cincinnati Properties, including events on university property during non-school hours, including but not limited to the following: all facilities owned or leased by the University of Cincinnati as well as the grounds of any property owned or leased by the university. This includes all shelters, indoor and outdoor theaters and athletic facilities, bridges, walkways, sidewalks, residence halls, parking lots, and street parking and garages owned by the university. Please note this also prohibits smoking inside personal vehicles parked on university property as well as any vehicles owned, operated, or leased by the University of Cincinnati.

(2) To ensure compliance with this regulation:

(a) "No tobacco use" signage shall be posted in appropriate locations;

(b) University literature and advertising, particularly that which is related to the posting of employment opportunities and campus events, shall identify the university as being one hundred percent smoke and tobacco free; and

(c) Announcements regarding this policy shall be made during university-sponsored events, as well as at campus functions where deemed appropriate. Event programs shall include a written reminder of this policy.

Tobacco advertising, sales, and distribution are prohibited on college campus grounds, in all sponsored publications, and at all college campus sponsored events. Affiliated organizations are prohibited from accepting any form of contribution including, but not limited to, financial support, gifts (such as curriculum, book covers, speakers, etc.) or in-kind support from the tobacco industry for the sponsorship or promotions of any event or activity affiliated in an manner with the University of Cincinnati.

Although not under the authority of the University of Cincinnati, all students, staff, faculty, and visitors of the university are requested to refrain from smoking and tobacco use on sidewalks and other areas adjacent to university property in an effort to remain good neighbors with our community.

Responsibility and compliance:

(1) It shall be the responsibility of all members of the University of Cincinnati community to observe this rule, both smokers and nonsmokers. Enforcement of this policy will depend on the cooperation of all faculty, staff, and students to not only comply with this policy but to encourage others to comply as well. This helps promote a healthy environment in which to work, study, and live. Civility and respect are expected at all times in regard to this policy.

(2) The appropriate union contract or university policies shall prevail in addressing those faculty and staff who fail to comply with this rule.

(3) Tobacco education and cessation shall be closely coordinated with other components of the University of Cincinnati's wellness program.

(4) Any employee of the University of Cincinnati who violates this policy may be subject to disciplinary action up to and including termination and may be subject to monetary fines for violating Ohio's smoking ban (Chapter 3794 of the revised code).

(5) Any student of the University of Cincinnati who violates this policy may be subject to sanctions pursuant to the Student Code of Conduct and may be subject to monetary fines for violating Ohio's smoking ban (Chapter 3794 of the revised code).

(6) Any visitor who violates this policy may be denied access to University of Cincinnati campuses and may ultimately be subject to arrest for criminal trespass.
(www.uc.edu/trustees/rules).

E. Attendance Policy

Regular attendance and careful preparation are expected of all students.

If a student has been irregular in his/her attendance or consistently unprepared in any course, the instructor may, with the approval of the Dean and upon notification of the student, require the student's withdrawal from the course or his/her exclusion from the examination.

In the case of a required withdrawal, the notation "AW" (Authorized Withdrawal) or "UWF" (Unauthorized Withdrawal, Failing) shall be entered on the student's record, accompanied by a statement explaining the circumstances of the withdrawal. In the case of an exclusion from the examination, the grade "F" shall be entered on the student's record, accompanied by a statement explaining the circumstances of the exclusion.

F. Grade Review Procedures

Procedure for Review of a Claim that an Individual Student Has Been Subjected to Prejudiced or Capricious Academic Evaluation.

Rule Policy

- **Rule 3361:50-18(A) I**
- Any student who has reason to believe that his final grade in any course or seminar was determined as a result of prejudice or caprice shall consult with the faculty member who determined the grade. A request for consultation shall be made within two weeks after the grades for the course or seminar are posted by the College of Law Registrar. If such request cannot be made because the student is unable to contact the faculty member personally or by telephone within that time, a written request mailed to the faculty member at the law school within the two week period shall satisfy this requirement.
- The faculty member shall consult with the student promptly after receipt of a request. If the faculty member or the student is absent from the greater Cincinnati area at the time the request is made, the consultation shall occur within two weeks after both are in the area.
- **Rule 3361:50-18(B) II**
- If after such consultation the student has reason to believe that his grade was determined as a result of prejudice or caprice, he may file a complaint with the Dean of the College of Law. The Dean shall refer the complaint to the Petitions Committee and send a copy to the faculty member involved.
- The complaint shall be filed with the Dean within two weeks after the consultation described in A or within two weeks of the student's having discovered that consultation is not possible.
- **Rule 3361:50-18(C) III**
- The complaint shall contain a statement of facts indicating the basis for the student's belief that the grade was determined as a result of prejudice or caprice. Allegations that the grade was so determined or that the grade was low or failing, or both, will not alone suffice.
- The complaint shall also contain an allegation that the consultation required in I has occurred or a statement of facts indicating the student's inability to comply therewith.

- The Committee shall review the complaint and on the basis of its factual allegations decide whether a hearing should be held. A hearing shall be held promptly if any two members of the Committee so vote. Unless two members so vote, the complaint shall be dismissed and the matter deemed concluded.
- **Rule 3361:50-18(D) IV**
- Hearings shall be before the Committee. The Committee shall arrange for the production of all documents considered in determining the grade. If requested by the Committee, the student shall produce his notes for the course and, if the grade was based in whole or part on a paper or papers, the research materials assembled by the student preparatory to writing the paper or papers. Upon request the student shall be provided a copy of the examination questions and his answers thereto before the hearing.
- The student shall appear at the hearing or his complaint shall be dismissed and the matter deemed concluded.
- The faculty member involved may appear at the hearings. He shall appear if available, if the student so requests. The hearings should be scheduled so as to try to accommodate the availability of both the faculty member and the student.
- The hearings shall proceed on an informal basis with the full presentation of all relevant evidence, including an analysis by the faculty member involved of the questions and answers. Expert witnesses may appear.
- The student shall have the burden of persuading the Committee that the grade was determined as a result of prejudice or caprice.
- **Rule 3361:50-18(E) V**
- If a hearing is held, the Committee shall decide if the grade was determined as a result of prejudice or caprice. A majority vote of the members of the Committee shall be necessary for a decision that the grade was so determined. It shall report its decision and the vote thereon to the Dean who shall place the question on the agenda for the next scheduled faculty meeting.
- At that faculty meeting, the Committee shall report its decision for review. Thereafter the faculty member involved and the student member of the Committee may make statements. They shall not be present during the faculty discussion and voting. A majority vote of those present shall be required to change the Committee's decision. The faculty action shall be final.
- If it is decided that the grade was determined as a result of prejudice or caprice, the Committee, after consultation with the student and the faculty member involved, shall determine the appropriate grade. The grade may be higher, lower, or the same as the original grade or a grade of "S" may be given if deemed appropriate.
- A reevaluation, when made, shall be final.
- **Rule 3361:50-18(F) VI**
- If one of the members of the Committee is the person who determined the grade, the Dean shall appoint another full-time faculty member to sit in his place throughout any proceedings herein described. If the student member of the Committee is the student complainant, another student shall be appointed to take his place in accordance with existing procedures.

- The student member may disqualify himself from a case for cause at any stage of the proceedings described herein. In that event, another student shall be appointed to take his place, in accordance with existing procedures, for purposes of the remaining proceedings in that case.
- **Rule 3361:50-18(G) VII**
- These procedures shall take effect and apply to the final grades given for courses and seminars in the Spring Semester of 1970 and thereafter.
- **Effective:** March 16, 1978*
- (*The above is a pre-existing rule at the University of Cincinnati now being filed in accordance with the requirements of Revised Code Section 111.15)
- **Certification:** Mary A. Owens
- **Date:** March 3, 1978
- **Promulgated under:** R.C. Section 111.15
- **Rule amplifies:** R.C. 3361
- **Source Document:** The PDF file for "College of Law: procedure for review of a claim that an individual student has been subjected to prejudice or capricious academic evaluation," University Rule 50-81-18.

G. Exams

1. Rules and Procedures

Exam Numbers & Anonymous Grading

The anonymous system requires you to use a four digit number instead of your name to identify your examination. You will receive a different exam number for every exam you will take each semester. Bring your exam number with you to every exam to ensure you are using the correct number.

Your exam numbers will be available from the Registrar's Office. You must submit your completed "Character and Fitness Update Form" and "Requirements for Use of Laptop Computers on Exams" to the Registrar before receiving your exam numbers.

Requirements for Use of Laptop Computers Form

Most faculty permit students to take exams on laptop computers using the special exam-writing software, Exam 4.0. To use a laptop for your exams, you must:

- Download and register Exam 4.0 onto your laptop;
- Complete and submit a practice exam using Exam 4.0 prior to your first exam;
- Agree to print any notes or outlines your instructor allows for the exam, understanding that the exam software will not allow you to access any other programs or files on your laptop during the exam;

- Agree to handwrite your answers in the unlikely event of a hardware/software malfunction or power failure; and
- Submit to the Registrar the completed “Requirements for Use of Laptop Computers on Exams” form, indicating you have completed all of these tasks when you pick up your exam numbers.

Quiet Period. Once the regularly scheduled exam has been given, students may NOT ask professors questions about the subject matter. This is a possible Honor Code violation since you are identifying yourself to the instructor and it could be considered an advantage that the other students have not had.

2. Illness or Family Emergency During the Exam Period

An examination may be rescheduled in the event of an emergency, or if it has become impossible or impracticable for you to take the exam at the scheduled time. If this is the case, then your deferral must be approved **in advance** and you must email or call the Registrar’s Office (513-556-0070) prior to the start of the exam. If you claim to be unable to take an exam because of your own illness or family member’s medical emergency, you **must** produce a valid statement from a physician (who is not related to you).

A student whose absence from an examination is not excused by the Dean or Registrar shall receive a grade of “UWF” (Unauthorized Withdrawal, Failing) in the course. Make sure you set a backup alarm. If you are not present when the exam starts, the Registrar may attempt to give you a courtesy call; however, it is your responsibility to be here on time. **Time is not extended for students arriving late.**

Deferred exams will be administered on the Fridays or exam weeks at 9:30 a.m. unless noted otherwise. Deferred exams occur after the original date of the exam. Students are not permitted to take an exam prior to its regularly scheduled time except in the case of extreme hardship (example would be a student called to active duty or other similar situation). Deferred exams follow the exact instructions as when the exam was originally administered.

V. Curriculum Overview

A. J.D. Program Outcomes

Upon completion of the J.D. program, students will be able to:

1. Demonstrate knowledge and understanding of proper professional and ethical responsibilities to clients and the legal system, including a knowledge and understanding of the rules of professional conduct, and the value and responsibilities of the legal profession and its members.
2. Demonstrate competency of legal skills required of an entry-level attorney in legal analysis and reasoning, legal research, problem-solving, and written and oral communication in the legal context, including the following:
 - a. Research and assess sources of law, including primary and secondary sources, in order to identify the weight and value of the materials and use it in solving legal problems.
 - b. Express concepts clearly, logically, and concisely in writing and orally.
 - c. Analyze and synthesize legal information and apply legal reasoning to solve complex problems.
3. Demonstrate knowledge and understanding of proper professional and ethical responsibilities to clients and the legal system, including a knowledge and understanding of the rules of professional conduct, and the value and responsibilities of the legal profession and its members.
4. Demonstrate other professional skills needed for competent and ethical participation as a member of the legal profession, including the following:
 - a. Develop effective communication skills and professional judgment to collaborate effectively with clients, including effective interviewing and counseling.
 - b. Engage in advocacy to critically evaluate the needs and circumstances of clients and others and develop persuasive arguments and positions to achieve desired results and resolve legal conflicts.
5. Create and implement a professional development plan that articulates goals and strategies to implement these goals.

B. J.D. Degree Requirements

1. Requirements for graduation for J.D. students entering the College of Law during the 2014/2015 academic year or before:

A. Completion of All First Year Courses

B. Second Year Required Courses

Legal Ethics

Client Counseling **

C. Seminar Requirement

Every student must successfully complete one seminar.

D. Writing Requirement

Every student must successfully complete a writing requirement. You may select one of the following options:

- a casenote or comment for a law review or journal,
- the writing requirements for the Intramural Moot Court Competition,
- a Drafting course,
- an Individual Research Project, or
- a second seminar.

E. Classroom Credit Requirement

It is a requirement for graduation that a student complete, in an aggregate of 90 semester hours, at least 77 classroom credit hours. All required and most elective courses and seminars are classified as classroom credit offerings. Non-classroom credit offerings include: Individual Research Project, law reviews and journals, Extern Program field placements, Moot Court, field placements for clinics, and a few other classes.

F. Grade Point Average

You must have at least a 2.0 cumulative GPA to graduate.

G. Residence Period

You must have completed a residence period of three academic years or its equivalent.

— **KEEP THIS INFORMATION FOR FUTURE REFERENCE** —

*** Students may satisfy this requirement by completing the **Ohio Innocence Project** course sequence in the second year. Students may also satisfy this requirement by taking the **Domestic Violence & Civil Protection Order Clinic - 2L Experience** in the second year (note: this class may not be offered every year).*

b) Requirements for graduation for first-year JD students who entered the College of Law during the 2015/2016 academic year and transfer JD students entering the College of Law during the 2016/2017 academic year:

A. Completion of All First Year Courses

B. Second Year Required Courses

Legal Ethics

Client Counseling **

C. Seminar Requirement

Every student must successfully complete one seminar.

D. Writing Requirement

Every student must successfully complete one of the following options:

- a casenote, comment, or a series of shorter works of the same quality and aggregate quantity expected of longer papers for a law review or journal,
- the writing requirements for the Intramural Moot Court Competition,
- a Drafting course,
- an Individual Research Project, or
- a second seminar.

E. Professional Development Requirement

Every student must:

- attend an annual professional planning meeting with the Center for Professional Development; and
- implement a professional development plan in conjunction with the Center for Professional Development.

F. Lawyering Requirement

In their second or any subsequent year of law school, students will complete one of the following lawyering learning opportunities involving actual legal work under appropriate supervision:

- Ohio Innocence Project,
- Domestic Violence and Civil Protection Order Clinic,
- Entrepreneurship and Community Development Clinic,
- Indigent Defense Clinic,
- Patent and Trademark Clinic,
- Sixth Circuit Clinic,
- Legal Externship,
- Judicial Externship,
- Brandery or other summer entrepreneurship experience,
- Summer Internship through the Summer Public Interest Fellowship Program or the Urban Morgan Institute for Human Rights, or
- Paid law or law-related work meeting law school requirements.

G. Classroom Credit Requirement

It is a requirement for graduation that a student complete, in an aggregate of 90 semester hours, at least 77 classroom credit hours. All required and most elective courses and seminars are classified as classroom credit offerings. Non-classroom credit offerings include: Individual Research Project, law reviews and journals, Extern Program field placements, Moot Court, field placements for clinics, and a few other classes.

H. Grade Point Average

You must have at least a 2.0 cumulative GPA to graduate.

I. Residence Period

You must have completed a residence period of three academic years or its equivalent.

** Students may satisfy this requirement by completing the Ohio Innocence Project course sequence in the second year. Students may also satisfy this requirement by taking the Domestic Violence & Civil Protection Order Clinic - 2L Experience in the second year (note: this class may not be offered every year).

c) Requirements for graduation for students who entered the College of Law during the 2016/217 academic year and after and transfer JD students entering the College of Law during the 2017/2018 academic year and after:

A. Completion of All First Year Courses

B. Second Year Required Courses

Legal Ethics

Client Counseling **

C. Seminar Requirement

Every student must successfully complete one seminar.

D. Writing Requirement

Every student must successfully complete one of the following options:

- a casenote, comment, or a series of shorter works of the same quality and aggregate quantity expected of longer papers for a law review or journal,
- the writing requirements for the Intramural Moot Court Competition,
- a Drafting course,
- an Individual Research Project, or
- a second seminar.

E. Professional Development Requirement

Every student must:

- attend an annual professional planning meeting with the Center for Professional Development; and
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In their second or any subsequent year of law school, students will complete one of the following lawyering learning opportunities involving actual legal work under appropriate supervision:

- Ohio Innocence Project,
- Domestic Violence and Civil Protection Order Clinic,
- Entrepreneurship and Community Development Clinic,

- Indigent Defense Clinic,
- Sixth Circuit Clinic,
- Legal Externship,
- Judicial Externship,
- Brandery or other summer entrepreneurship experience,
- Summer Internship through the Summer Public Interest Fellowship Program or the Urban Morgan Institute for Human Rights, or
- Paid law or law-related work meeting law school requirements.

G. Experiential Learning Requirement

Every student must successfully complete at least 6 credits earned in experiential courses.

H. Classroom Credit Requirement

It is a requirement for graduation that a student complete, in an aggregate of 90 semester hours, at least 77 classroom credit hours. All required and most elective courses and seminars are classified as classroom credit offerings. Non-classroom credit offerings include: Individual Research Project, law reviews and journals, Extern Program field placements, Moot Court, field placements for clinics, and a few other classes.

Of the 90 credits, at least 6 of them must be classified as experiential credits. These credits can be a mixture of classroom and non-classroom credits.

I. Grade Point Average

You must have at least a 2.0 cumulative GPA to graduate.

J. Residence Period

You must have completed a residence period of three academic years or its equivalent.

** Students may satisfy this requirement by completing the Ohio Innocence Project course sequence in the second year. Students may also satisfy this requirement by taking the Domestic Violence & Civil Protection Order Clinic - 2L Experience.

C. First Year Curriculum

In the first year, students will build a foundation of legal knowledge as they learn the legal concepts essential to an understanding of the legal system. Working closely with professors, students will develop the skills of reading and analyzing cases including how and why the courts develop common law through the use of precedent and how to interpret and apply statutes. Professors lead students in classroom discussions that help develop the skills of legal analysis and reasoning. These skills are essential not only to the lawyer but also to the law student.

First-year students also develop oral and written skills crucial to academic and professional success. In the fall semester, students learn legal research and writing skills in small classes that provide frequent opportunities to practice and get personal feedback from their professors. In the spring semester, classes focus on advocating on behalf of clients in the courtroom. Students learn to write legal briefs and make arguments to a judge.

Each first year student has at least two courses in the first semester in a small section of approximately 20 students. These learning communities provide students the opportunity to be mentored by their small-section professors and form study groups that provide opportunities for students to help each other as they adapt to the study of law.

Fall

- Civil Procedure 1: 3 hrs
- Contracts: 4 hrs
- Constitutional Law I: 3 hrs
- Lawyering I: Legal Research and Writing: 3 hrs
- Torts: 4 hrs
- Total: 17 Hours**

Spring

- Civil Procedure II: 3 hrs
- Constitutional Law II: 3 hrs
- Criminal Law: 3 hrs
- Lawyering II: Advocacy: 3 hrs
- Property: 4 hrs
- Total: 16 Hours**

D. Upper Level Experience

After the first year, students take required classes that help them learn about interviewing and counseling clients, develop an ethical sensitivity, and hone their writing skills. Students also select from a rich array of elective courses in areas of study related to their professional interests. By engaging in these studies, students develop the breadth of knowledge to organize and classify their clients' legal problems and the depth of knowledge to help their clients achieve their objectives.

Based on their interests and passions, students can prepare to practice in many areas of law including business, criminal, international, public interest and other areas of the law. The curriculum is divided into Professional Pathways to help students select their classes. Students have many opportunities to learn the work of lawyers by working in their offices, courtrooms, businesses, and governmental and nonprofit organizations. These Experiences help students build professional skills and develop a professional identity. Through the Legal and Judicial Externship programs, students learn from both a classroom teacher and a field-placement supervisor. Through our many Clinics, students represent clients in various settings as they face criminal charges, form businesses, appeal trial court decisions, and recover from domestic violence, among others. With Cincinnati's 10 Fortune 500 companies, 800 law firms, and the Sixth Circuit Court of Appeals, the opportunities for experiential learning and post-graduate employment are always close by.

Students also hone their skills through participating in Journals and competition teams. With five Journals, students have a significant opportunity to develop their writing and editing skills while also acting as leaders of complex and influential organizations. Through the Moot Court and Trial Practice Competition Teams, students can practice their litigation skills while representing Cincinnati Law in intercollegiate competitions. Other learning opportunities in the upper level come from our Centers and Institutes, our Student Organizations, Volunteering, and Fellowships.

Students receive expert guidance from our Center for Professional Development (CPD) as they build their professional identities. The CPD helps students explore and develop their interests through programs that help students find an attorney mentor, meet attorneys practicing in many areas of the law, visit offices where attorneys practice, and explore alternative careers. Through personal advising sessions each year of law school with a CPD advisor, students form a personal professional plan aimed at helping them identify and achieve their professional goals.

1. Individual Research Projects

Individual Research Projects (IRP) allow upper level students to earn one, two or three out-of-class credits by engaging in original research and preparing a substantial work product under the direct supervision of a faculty member. A student may enroll in only one IRP in each semester and no more than five IRP credit hours each year.

A student enrolling in IRP must both register for the course and enter into a contract with a member of the faculty. The contract should set forth the number of credits to be earned, describe the project to be undertaken, set deadlines for submission of drafts, state how frequently the faculty member and student will be meeting to discuss the progress of the project, and spell out any other provisions the faculty member and student deem pertinent. The student must also prepare and attach to the contract prior to submitting it to the faculty supervisor, a list of the titles (and subjects, if subjects are not apparent from titles) of all papers previously written for law school credit, including, but not limited to, papers for seminars, courses, other IRP's, and law journals.

Once the faculty member and the student have signed the contract, the student should submit it to the Assistant Dean for approval by the date in each semester for dropping or adding courses at the student's discretion. After the Assistant Dean signs the contract, the credit hours to be earned may not be changed. The original contract will be placed in the student's file, and copies will be given to the student and faculty member.

As a rule of thumb, the student should expect to devote 3-5 hours per week over a 15-week semester for a one credit IRP, 6-10 hours per week per semester for a two credit IRP, or 12-15 hours per week for a three credit IRP. Customarily, the project will be a research paper, but the faculty supervisor and the student retain flexibility in end product, and this policy acknowledges that other research and writing experiences may fit within the description of the IRP. Where the

project is a research paper, the finished product should be respectively 10-15, 20-30, or 35-50 double-spaced, typewritten pages of publishable quality.

Each project should be designed to be completed in one semester. Any extension in deadline must receive the approval of both the faculty member and the Assistant Dean. The faculty member is solely in charge of grading the project, and the grade shall be a letter grade corresponding to law school course grades.

Students enrolling in IRP, whether for one, two, or three out-of-class credits, are expected to undertake and complete new academic work and should take note of College Honor Code, Section 2.01, which states that submitting work for credit in a course when that work has already been used for credit in a previous law school course is subject to investigation and possible sanctions, unless the student has permission from the instructor in the second course.

2. Lawyering Requirements

In their second or any subsequent year of law school, students must complete one of the following experiential learning opportunities involving actual legal work under appropriate supervision. A Lawyering Requirement Form must be completed and turned in to the Registrar's Office to receive credit for fulfilling this graduation requirement.

Legal Position | Paid Law Work:

In order for legal work to qualify, a student must work at least 75 hours under the supervision of a licensed lawyer. At least half of this work must have been doing legal tasks such as legal research, legal writing (such as writing memoranda and briefs), drafting (such as drafting motions, other court documents, contracts or wills, or other documents for clients), interacting with clients (such as interviewing them or attending meetings with them), or attending strategy meetings about how to assist clients. The other half must have given you the opportunity to observe the work of lawyers. Please note that some student legal work requires a legal intern license. If you have any question about your position qualifying for the Lawyering Requirement or requiring a legal intern license, consult with a member of the Center for Professional Development in advance.

Legal Position | Paid Law-Related Work:

In order for law-related work to qualify, a student must work at least 75 hours in a setting in which having a law degree would be an advantage such as a human resources department of a corporation, a compliance department of a company, or a nonprofit organization at which you do advocacy or policy work. If you plan to meet your Lawyering Requirement in this way, you must get the position approved by an authorized representative of the Center for Professional Development in advance of doing the qualifying work.

The following are approved experiences that count towards the Lawyering Requirement:

- Ohio Innocence Project

- Domestic Violence and Civil Protection Order Clinic
- Entrepreneurship and Community Development Clinic
- Indigent Defense Clinic
- Sixth Circuit Clinic
- Legal Externship
- Judicial Externship
- Brandery, or other summer entrepreneurship experience offered by the law school
- Summer Internship through the Summer Public Interest Fellowship Program or the Urban Morgan Institute for Human Rights
- Paid Law or Paid Law-Related work meeting school requirements (*for this option, an additional form is required to be filed by the last day of classes*).

3. Externships

Cincinnati Law's unique location in a major metropolitan area provides students with unparalleled externship opportunities. Externships allow law students to earn academic credit while gaining valuable supervised experience at a host of companies, law firms, non-profit organizations, and judicial chambers.

Legal Extern Program

The University of Cincinnati legal extern program enables our students to gain important practical skills, make valuable connections in the legal community, and develop their professional identity under the direct supervision of an experienced attorney. Second and third year law students may apply to work for academic credit at a variety of placement sites, including government agencies, non-profit organizations, and Fortune 500 corporations. Each student is assigned an Attorney Field Supervisor at the placement site who supervises the student's work and provides professional guidance and mentoring. Cincinnati Law students must complete a minimum of 100 hours at their placement site and enroll in the mandatory companion course.

Third year students are eligible to obtain a Limited License to Practice as a Legal Intern from the Ohio or Kentucky Supreme Courts. Externs with a limited license are able to make court appearances on behalf of their clients under the direct supervision of a licensed attorney. Students can choose from a variety of placement sites. Recent University of Cincinnati Legal Externs have been placed at The Kroger Company, Macy's, Legal Aid of Greater Cincinnati, The Kentucky Department of Public Advocacy, Office of the Cincinnati City Solicitor, Ohio Justice and Policy Center, Office of the United States Attorney for the Southern District of Ohio, Fifth Third Bank, ProSeniors, National Labor Relations Board, Housing Opportunities Made Equal, Cincinnati Public School, Su Casa Hispanic Center, United States Alcohol and Tobacco Tax and Trade Bureau, Wright Patterson Air Force Base, Cincinnati Interfaith Workers' Center, Center for Closing the Health Gap, Children's Law Center, University of Cincinnati Department of Athletic Compliance, Internal Revenue Service, Procter and Gamble, Talbert House

Fatherhood Project, and various county prosecutors and public defenders' offices among many, many others.

Judicial Extern Program

The judicial extern program allows law students to perform essentially the same work as that performed by a law clerk to a judge. It usually involves preparing memoranda on cases, reviewing case files, drafting opinions and orders, and attending trials, hearings, and conferences. The precise tasks depend upon the type of court and style of the judge. Judicial externs also have an inside view of the judicial process, learning not only how the courts function, but also what influences a judge to rule in a particular way.

Few law school experiences provide so many benefits related to the professional development of a prospective lawyer. For those students interested in a judicial clerkship, the program gives a taste of the work to help them decide whether to pursue a clerkship, as well as the most relevant training. A judicial externship also is a strong addition to a resume.

In assigning placements, a student's interests and capabilities are matched with the needs of the judges. Opportunities are available in both state and federal courts. Students must complete a minimum of 100 hours at their placement site at a rate not to exceed ten hours per week. Cincinnati Law students must also enroll in the mandatory companion course. Academic credit is awarded for both classroom and placement components.

4. Taking a Class Outside the Law School

Under College of Law rules, students may take work in other law schools and in other graduate programs to satisfy degree requirements of the College of Law. The purpose of this College policy is to enable you to enrich your legal studies in specially tailored ways. Generally speaking, you may take a maximum of eight semester credit hours outside the law school. When pursuing studies outside of the College of Law, there are a few things to keep in mind:

- During a registration period and prior to the start of the course you wish to take, you must request permission by filling out the form below and submitting it to the Registrar. The Assistant Dean for Academic and Student Affairs and Diversity, Staci Rucker, will review these forms and determine if credits will be eligible for transfer to the College of Law in satisfaction of our degree requirements.
- Courses taught online at other law schools or graduate programs are not eligible for credit at the College of Law.
- You may take a maximum of eight semester credit hours outside the law school. Don't forget, you may only take a total of 18 hours per semester including any courses taken outside the law school.

- Undergraduate courses are generally not eligible for credit at the College of Law.
- In order to receive credit for an approved course taken outside the law school, you must receive a grade of “C” or better. However, only the credit transfers, not your grade in the course. If you receive a lower grade, the class will appear on your transcript with a grade of “U.”
- After the course is completed, you must provide an official copy of your transcript regarding the course to the College of Law Registrar by the deadline for preparing College of Law transcripts. For courses taken in other programs at the University of Cincinnati, a campus copy of the transcript may be submitted.
- If the approved course was taught in a quarter hour format, the Registrar will convert the quarter credit hours to semester credit hours.

A. Taking Courses at Another Law School:

In order to receive credit for work completed at another law school, the other law school must be accredited by the American Bar Association - Section of Legal Education and Admissions to the Bar and be a member of the Association of American Law Schools.

Eligible courses may not duplicate courses offered at the College of Law. Courses taken at other law schools retain their character as classroom credit hours or non-classroom credit hours when they are accepted in satisfaction of degree requirements at the College of Law.

B. Taking Courses at Northern Kentucky University Salmon Chase College of Law:

The process for taking course work at NKU Chase College of Law is the same as outlined in Section A. In addition, if you wish to take advantage of the consortium arrangement, you must obtain a consortium form from the Registrar. Submit it with your form below to have it signed by the Assistant Dean.

The consortium arrangement may also be available with other law schools and graduate programs. Ask the Registrar if you have questions about this.

C. Taking Graduate Level Courses (non-Joint Degree):

Students may take courses in another graduate program to satisfy degree requirements at the College of Law. Eligible courses may not duplicate courses offered at the College of Law. The requesting student must state a reasonable relationship between the course and his or her legal studies.

Graduate credit hours are considered non-classroom credits unless you are enrolled in a joint degree program.

D. Taking Graduate Level Courses (Joint Degree):

Students who wish to pursue a joint degree are subject to special rules. Please schedule an appointment with the Assistant Dean if you are interested in a joint degree program.

E. Studying at an Institution Outside the United States:

Students may study abroad in an ABA-approved, semester-long program or they may design a customized program. The ABA has special criteria for approval of academic credit which the College of Law must implement. Because preparation for studying abroad can take a great deal of time, students wishing to study abroad for academic credit are advised to seek approval to enroll in foreign institutions well in advance of the period of study. Approval of the full faculty is necessary. Students who wish to pursue this option should make an appointment with the Assistant Dean to review ABA and College approval requirements.

Students who wish to study abroad in a fall semester should meet with the Assistant Dean by the preceding February 1 to start the process. Students who wish to study abroad in a spring semester should meet with the Assistant Dean by the preceding September 1 to start the process.

The College of Law wishes all students to achieve the following educational objectives when pursuing study at a foreign institution:

1. To enable students to examine legal issues from different geo-political perspectives;
2. To expose students to the historical development of law in varying cultural settings;
3. To offer students a comparative law experience and a wider selection of international course work;
4. To introduce students to the operation of law in different countries.

F. Taking Courses without Receiving Law Credit:

Students may take graduate and undergraduate courses without receiving law credit. You must use the form below to request permission and the total credits for the semester in which the course is taken (including the non law school credit) may not exceed 18.

E. Experiential Courses

Every student must successfully complete 6 credits earned in experiential courses. The following is a list of some of the experiential courses taught at the College of Law. Please refer to the Cincinnati Law website and to Catalyst course attributes for the most updated information.

Advanced Decision Analysis Workshop
Advanced Legal Drafting
Advanced Legal Research
Advanced Health Care Law
Alternative Dispute Resolution
Child Protection Advocacy
Client Counseling (short course and semester course)
Criminal Defense: Investigation and Discovery
Corporate Transactions
Deposition Skills

Domestic Violence and Civil Protection Order Clinic
Entrepreneurship and Community Development Clinic
Indigent Defense Clinic
Judicial Externship
Lawyering II: Advocacy
Legal Drafting
Legal Externship
Mediation
Negotiations
Ohio Innocence Project
Patent and Trademark Clinic
Practical Applications: Expert Witness at Trial
Public Interest Honors Externship
Pretrial Litigation
Sixth Circuit Clinic
Trial Practice
Trial Practice: Competition
Vis International Commercial Arbitration Moot Team
Witness Preparation

F. Special Curriculum Programs

1. Joint Degree Programs

The University of Cincinnati College of Law recognizes that the practice of law often involves an intersection with other disciplines. Students who have an eye on a career that will be enhanced by a strong background in law plus another academic field may be right for a joint degree. The following joint degree programs allow students to complete the J.D. and the Master's Degree in just 4 years—a feat that usually requires 5 years if pursued in the traditional, consecutive manner.

a) J.D./Master of Business Administration (M.B.A.)

The J.D./M.B.A. may be earned in four years depending upon the student's business curriculum as an undergraduate. The first year is spent exclusively in the College of Law; the second in the College of Business Administration, with the third, and fourth years primarily in the law school. Students interested in this program must be admitted separately to the Law School and the College of Business Administration MBA program. Entrance requirements to the MBA program include obtaining a bachelor's degree from an accredited college or university, taking the Graduate Management Admission Test, and completing an application for graduate studies. Applicants are urged to contact both the College of Law Admissions Office and the Graduate Programs Office in the Lindner College of Business at (513) 556-7020.

b) J.D./MA in Women's, Gender, and Sexuality Studies (WGSS)

The first of its kind in the nation, the J.D./M.A. program provides students a unique opportunity to engage in a rigorous, interdisciplinary, and feminist study of law and social justice. The University of Cincinnati's Department of Women's, Gender, and Sexuality Studies (WGSS) and the College of Law are two of the oldest and most respected programs in the country and remain on the cutting edge in the studies of gender, sexuality, race and social justice. Students in the J.D./M.A. program earn both degrees over the course of four years. In so doing, they take courses in both programs, develop their own research projects, and have the opportunity to put their learning to use in a variety of settings. Our students have helped survivors of domestic abuse, advocated for greater LGBTQ rights in Ohio, and worked in national feminist legal organizations such as the National Women's Law Center, Equality Now, and Legal Momentum.

Joint degree students follow a plan of study and enhance their educational experiences in the "real world" in a variety of ways through other opportunities and programming offered by the joint degree program.

Application Procedures

Applicants must apply separately to and meet admission requirements of both programs. Applicants are required to submit an LSAT score; the M.A. program will waive the GRE requirement for applicants demonstrating they are applying to the J.D./M.A. program. Joint degree students usually spend their first year in the WGSS Department, their second year in the College of Law, and complete the remaining years with a mix of coursework in both programs. Students pursuing a joint degree meet regularly with College of Law and WGSS faculty to discuss their course plans.

Applications and more information are available from the College of Law and the Department of Women's, Gender, and Sexuality Studies, P.O. Box 210164, Cincinnati, OH 45221-0164, (513) 556-6778.

For more information contact any of the following faculty members:

College of Law Faculty

Kristin Kalsem
Professor of Law
Affiliated Faculty, WGSS Department

Verna Williams
Professor of Law
Affiliated Faculty, WGSS Department

WGSS Faculty

Amy Lind
Mary Ellen Heintz Associate Professor
Graduate Director WGSS Department

Deborah T. Meem
Head of WGSS Department
Professor of English and WGSS

c) J.D./Master of Community Planning (M.C.P.)

The University of Cincinnati is one of only a few schools nationally that offers the J.D./M.C.P. degree. This four-year program begins with one year devoted exclusively to law school courses. The second year is primarily at the School of Planning; the final two years are spent taking both law and planning courses.

The program requires a summer internship with an organization or agency involving a planning project. Applicants must be admitted separately to the University of Cincinnati College of Law and the School of Planning. The School of Planning may waive the requirement of taking the GRE. Applications and information are available from the University of Cincinnati College of Law Admissions Office and The School of Planning, College of Design, Architecture, Art, and Planning, University of Cincinnati, Cincinnati, OH 45221-0016, (513) 556-4943.

2. Certificates

Students who wish to learn about law or prepare for a bar exam but who do not have time to invest in the J.D. or LL.M. degrees should consider pursuing a graduate certificate program in law. Each of these programs can be completed in one semester. Cincinnati Law has certificate programs available for

- non-lawyers who work in fields where legal knowledge would enhance their occupational success and satisfaction;
- graduate students in other disciplines;
- lawyers who would like to gain additional knowledge and skills to enhance their legal practices; and
- foreign-trained lawyers.

Students interested in any of the certificate programs described below should contact the Assistant Dean for Academic Affairs, Student Affairs and Diversity.

a) Certificate in Legal Studies

This certificate program is available to anyone with an undergraduate degree interested in studying law. This program would be of interest to professionals in fields for which legal knowledge would benefit them, students in other University of Cincinnati graduate programs,

and lawyers wishing to obtain new skills and knowledge. Many non-lawyers work in fields where legal knowledge would enhance their occupational success and satisfaction. Human resource professionals deal with employment and labor law on a daily basis. Journalists need to understand their legal rights and the limits of the First Amendment of the U.S. Constitution. Business professionals increasingly benefit from knowledge of laws related to business entities, legal compliance, intellectual property, employment, tax, and other topics. Health care workers benefit from knowledge of health and drug regulation and reimbursement systems. Criminal justice workers benefit from knowledge of criminal law and procedure. Many other professions could be added to this list. Students in other University of Cincinnati graduate programs would benefit by increasing their knowledge in law. This could include students in engineering, pharmacology, architecture, business, design, political science, social work, race, gender, and sexuality studies and many others. Other students may be lawyers who would like to gain new knowledge and skills to enhance their legal practices. A lawyer who would like to add criminal law as a new component of her law practice may be interested in the program. A lawyer who left the practice of law temporarily to raise children may wish to refresh legal skills and knowledge. Students earn at least 12 credit hours (and up to 18 credits), consisting of one core course (3 credits) and 3 or 4 elective courses (9 or more credits). The required course is:

- The U.S. Legal System. This 3-credit course helps students gain an understanding of the critical features of the U.S. legal tradition, the functional components and participants in our legal system, and key legal concepts from various fields of law.

This required class may be waived for practicing attorneys for whom this basic course would not be beneficial. Students will select the rest of their classes from the curriculum related to the field of law of interest to them. Cincinnati Law offers classes in the following areas of practice: business and entrepreneurship law; criminal law; general and small practice; intellectual property law; international law; law of health, the environment, and technology; litigation and alternative dispute resolution; and public interest law. Students who are participating in the J.D. or LL.M. programs are not eligible to participate in this certificate program. Classes taken in this program will not transfer to Cincinnati Law's J.D. or LL.M. programs.

b) Certificate in U.S. Law

This certificate is designed for foreign-trained attorneys who wish to study the U.S. legal system to better represent U.S. clients and to become more prepared to negotiate and litigate with U.S. parties. This certificate would be attractive to students who are not able to devote sufficient time and/or resources to pursue a two-semester LL.M. degree but who would benefit from studying U.S. law and living in the U.S. Students will earn at least 12 credit hours (and up to 18 credits), consisting of one core course (3 credits) and 3 or 4 elective courses (9 or more credits). The required course is:

- The U.S. Legal System. This 3-credit course helps students gain an understanding of the critical features of the U.S. legal tradition, the functional components and participants in our legal system, and key legal concepts from various fields of law.

Students will select the rest of their classes from the curriculum related to the field of law of interest to them. Cincinnati Law offers classes in the following areas of practice: business and entrepreneurship law; criminal law; general and small practice; intellectual property law; international law; law of health, the environment, and technology; litigation and alternative dispute resolution; and public interest law. Applicants must have a law degree from a foreign university—undergraduate or graduate. Successful applicants will demonstrate that they have strong academic and/or professional backgrounds indicating that they have the skills necessary to meet the demands of participation in this program. The target grade point average is a 3.0. Students must demonstrate English proficiency to be able to fully participate in law school classes, which involve in-class dialogue about complex legal issues and substantial reading of sophisticated legal texts.

c) Certificate in Fundamentals of U.S. Law

This certificate program is available to foreign-trained attorneys who would like to study the fundamentals of U.S. Law in order to prepare to take a bar examination in a U.S. jurisdiction. A foreign-trained lawyer could pursue this certificate alone or could pursue it while engaged in Cincinnati Law's LL.M. program. Participating students will build fundamental skills and knowledge that will make it more likely for them to pass a bar examination and better serve their future legal clients. Students will earn at least 12 credit hours, but may earn more credits based on their particular needs. The certificate will require students to take six credits from the University of Cincinnati College of Law curriculum that represents fundamental courses that are frequently tested on the bar exam and include: contracts; torts, civil procedure, legal research and writing, constitutional law, criminal law, property, criminal procedure, legal ethics, corporations, evidence, federal courts, payment systems, real estate transactions, secured transactions, wills and estates, trusts and future interests, federal income tax, agency, partnership, and unincorporated businesses, sales, administrative law, family law, and future courses that may be added of this type. For their remaining credits, students may select other fundamental courses of interest to them or other courses based on the type of legal practice they wish to pursue.

The curriculum of the College includes courses in the following areas of practice: business and entrepreneurship law, criminal law, general and small practice, intellectual property law, international law, law of health, the environment, and technology, litigation and alternative dispute resolution, and public interest law. Applicants must have a law degree from a foreign university—undergraduate or graduate. Successful applicants will demonstrate that they have strong academic and/or professional backgrounds indicating that they have the skills necessary to meet the demands of participation in this program. The target grade point average is a 3.0. Students must demonstrate English proficiency to be able to fully participate in law school classes, which involve in-class dialogue about complex legal issues and substantial reading of sophisticated legal texts. Students who have been accepted in the LL.M. program and who are in good standing will be automatically eligible to participate in the certificate program.

G. Professional Pathways

The curriculum at the University of Cincinnati College of Law prepares students for effective and responsible participation in the legal profession and for admission to the bar. Because of the diversity in the backgrounds that students bring to law school and the differences in their objectives in law school and after graduation, Cincinnati Law students have the ability to select from a broad array of classes in their second and third years of law school.

Unlike the structured first-year academic program, second and third year law school students have the option to select among many classes based on these varied interests. Although these students must ensure that they will meet all of the graduation requirements including a small number of required courses, the rest of their course selections can be driven by their own career objectives and a desire to have a rigorous and fulfilling academic experience. The following Professional Pathways are designed to help students identify courses that will be useful to them as they prepare to enter various practice areas in the profession.

Most students will elect courses from multiple Professional Pathways as they strive to not only develop a depth of knowledge in certain curricular areas, but also to cultivate a breadth of knowledge that will allow them to become well-rounded lawyers. Such a curriculum helps students obtain knowledge of various substantive areas of the law, prepare to take a bar exam, and develop professional skills. We encourage all students to select challenging and unique courses from the rich curriculum offered by Cincinnati Law.

1. Business and Entrepreneurship Law

The challenges faced by businesses in the 21st century demand a new kind of business lawyer – one with a superior understanding of the law, an appreciation for the blinding speed of change, and the technological expertise to deliver legal solutions more efficiently than ever before. Cincinnati Law graduates are prepared to deliver sophisticated legal representation in an ever-changing business environment.

Academics

Cincinnati Law's business law curriculum integrates core and advanced classes with practical skills courses that allow students to hone the skills necessary to deliver legal solutions to business clients.

The curriculum begins with a solid foundation in the areas of law relevant to business lawyers. All law students take Contracts in their first year. Other core courses that provide a foundation for business law expertise include:

- Business Associations
- Business Basics for Lawyers
- Federal Income Tax

Advanced courses delve deeper into sophisticated and more specialized areas of business law. During their second and third years, students select classes from the curriculum based on their more specific business law interests. Cincinnati Law offerings include multiple courses in the areas of intellectual property, commercial law, corporate law, employment law, and tax. To prepare students for practice, Cincinnati Law also offers a number of skills-based classes designed to replicate the types of legal tasks performed by transactional attorneys on a daily basis. Taken primarily in a student's second and third years of study, these practical skills classes prepare students for the challenges of transactional practice.

Selected Business Law Advanced Courses

- Advanced Legal Drafting
- Bankruptcy
- Corporate Finance
- Corporations II
- Employment Discrimination
- International Business Transactions
- Secured Transactions
- Securities Regulation

Selected Business Law Skills Courses

- Business Tax
- Client Counseling
- Corporate Transactions: Term Sheet to Closing
- Labor Law
- Legal Drafting
- Negotiations
- Real Estate Transactions
- Sales

Students interested in business law should plan carefully to take full advantage of the offerings in all of these areas and are encouraged to meet with any of our business law faculty members during their first year to design a personalized curriculum best suited to their professional goals.

Business Law Faculty

- Lin Bai
- Felix Chang (Academic Advisor)
- Lewis Goldfarb
- Sean Mangan
- Stephanie Hunter McMahon

Experiences

Cincinnati Law's clinics, externships, and fellowships provide real-world business experiences where students gain a realistic and invaluable perspective on the day-to-day intersection of law and commerce. Cincinnati Law has partnered with many companies and organizations to provide internships, externships, and educational business law opportunities for students. Students also can work part-time in their second and third years with many of the corporations and law firms located in the Cincinnati area.

- Entrepreneurship and Community Development Clinic
- Corporate Law Center
- Legal Externships
- Brandery Fellowship and other Business Accelerators

The Entrepreneurship and Community Development Clinic (ECDC) offers free legal services to small and startup businesses and non-profit organizations. Students in the clinic provide advice to clients to areas including entity selection and formation; contract and lease preparation, review, and negotiation; corporate governance and regulatory compliance; trademark and copyright protection; and other legal issues faced by small businesses.

The ECDC also has partnered with area business accelerators, such as The Brandery and the Hamilton County Business Center, to give students unique opportunities to learn valuable hands-on legal and business skills (and earn compensation). Students work closely with innovative entrepreneurs, local lawyers, and nationally-respected business advisors in a dynamic business environment.

The Corporate Law Center selects three to five students annually as Corporate Law Fellows. Their activities include research on current corporate law topics and participation in activities to enhance their understanding of corporate law practice. Fellows are among the most attractive students in our placement pool for firms, businesses, and government agencies looking for attorneys with this specialized background.

Volunteer opportunities also are available. Any student who performs 15 or more hours of volunteer legal work receives an official transcript notation. The ECDC partners with Duke Energy to conduct an annual pro bono event that provides free legal services to local business owners and entrepreneurs. Students involved with the Tenant Information Project provide information about Ohio landlord-tenant law to the community. Law students also can provide

income tax return assistance to low and middle-income families and the elderly as part of the Volunteer Income Tax Assistance Program (VITA).

Careers

The term “business law” encompasses a wide range of professional careers. You will find Cincinnati Law graduates in the legal departments of corporations, as well as in other corporate departments that do transactional or regulatory work, such as contracts, compliance, finance, and human resources.

There also are opportunities in federal and state governments for graduates interested in business law. For example, you will find business lawyers working at the Department of Commerce, the Federal Trade Commission, the Securities & Exchange Commission, and the Small Business Administration, to name only a few. Bankruptcy courts, tax courts, or the US Court of International Trade also employ corporate attorneys.

Law firms with corporate law practice groups represent a diverse client base of business organizations in all areas of corporate law, including mergers and acquisitions, securities, real estate, taxation, bankruptcy, and corporate governance.

2. Criminal Law

Criminal law is one of the most exciting, rewarding, and demanding areas of legal practice. It is also one in which many Cincinnati Law alumni have excelled. Because of the importance of criminal litigation, criminal lawyers spend more of their time in the courtroom and more time litigating constitutional issues than lawyers in any other field of practice.

Prosecutors are responsible for enforcing criminal laws to promote public safety and seek justice. Criminal defense lawyers are responsible for enforcing procedural and constitutional laws to protect the life, liberty, and property of people who are accused of crimes.

Academics

Cincinnati Law offers more criminal law courses than most students will have time to take. All students are required to take Criminal Law in their first year. Students interested in criminal law are strongly encouraged to take Evidence and Criminal Procedure I & II during their second year. There are a number of other course electives available to second and third year students. All courses may not be offered every year, so students should plan accordingly.

Students also may choose to register for a limited number of courses in the University of Cincinnati’s Criminal Justice Program and count the credits toward their JD degree requirements. Established in 1970, the University of Cincinnati’s School of Criminal Justice is ranked among the top programs in the country.

Selected Course Electives

- Advanced Problems in Constitutional Law: Contemporary Constitutional Challenges

- Antitrust
- Appellate Practice and Procedure
- Civil Rights Litigation
- Computer Crime Law
- Counterterrorism Law
- Criminal Defense: Investigation and Discovery
- Criminal Procedure I
- Criminal Procedure II
- Crimmigration
- Evidence
- Federal Courts
- Introduction to Law and Psychiatry
- Negotiations
- Trial Practice
- White Collar Crime

Criminal Law Faculty

- Robert Behlen
- Jennifer Bergeron
- Louis D. Billionis
- Donald Caster
- Mark A. Godsey
- Brian Howe
- Janet Moore
- Yolanda Vazquez

Experiences

Cincinnati Law also offers students many opportunities to build skills and gain experience in the criminal justice and litigation process. Judicial externships with the U.S. District Court, the Ohio Court of Common Pleas, or other courts with criminal jurisdiction are valuable. Students also can participate in the Indigent Defense Clinic and the Domestic Violence and Protection Order Clinic. Legal externships with a prosecutor or defense organization are also available.

Fellows in the Ohio Innocence Project (OIP) investigate the cases of Ohio inmates who have been convicted of serious crimes and who have steadfastly maintained their innocence. OIP Fellows basically operate as a small criminal defense and private investigation firm, and offers and exceptional hands-on opportunity for students to develop invaluable knowledge and skills. Fellows in the Glenn M. Weaver Institute of Law and Psychiatry obtain critically important knowledge and skills regarding forensic mental health, which is a major issue in contemporary criminal legal systems. Weaver Fellows develop skills necessary to handle psychiatric issues that affect criminal adjudication, civil cases, correctional decision-making, and legislation.

Third-year students who have completed at least 60 credit hours toward graduation can obtain an intern's license, allowing them to practice in court under the supervision of a prosecutor or

defense lawyer. Students also can work part-time in their second and third years with many of the 800 law firms located in the Cincinnati area.

Volunteer opportunities also are available at organizations such as the Ohio Justice and Policy Center. Any student who performs 15 or more hours of volunteer legal work receives an official transcript notation.

- Judicial and Legal Externships
- Ohio Innocence Project
- Moot Court
- Trial Practice Team
- Sixth Circuit Clinic
- Indigent Defense Clinic
- American Inn of Court
- Summer Public Interest Fellowships

Careers

Prosecutors work in many different offices with authority to conduct criminal prosecutions. Most prosecutors work for local, county, and state governments. Crime is primarily local, and, therefore, depending on jurisdictional requirements, prosecutors in these offices do the vast majority of prosecutions. A substantial number of prosecutors also work for the U.S. Department of Justice either in Washington D.C. or in one of the U.S. Attorney's Offices, which are located in each state. Federal prosecutors prosecute federal crimes such as narcotics, white collar fraud schemes, organized crime, and crimes related to violent gangs. There are also a few state and federal offices with specialized prosecutorial jurisdiction over, for example, tax or environmental offenses.

Many defense attorneys are employed by Public Defender Offices and represent persons charged with crimes who cannot afford their own counsel. Accordingly, they tend to represent people charged with "street crimes," such as robbery, assault, theft, and narcotics offenses. Federal judicial districts also have Federal Public Defender offices, which represent people charged with federal crimes who cannot afford to pay for counsel. Many defense lawyers are in private practice either in a solo practice, small firms, or departments of large firms. Some private criminal defense lawyers specialize in certain areas of criminal law such as a member of a large, primarily civil, law firm who handles securities, white collar, and financial crimes.

3. Environmental and Energy Law

The United States has had an administrative or bureaucratic arm to enable it to carry out the tasks of government since the Founding. Indeed, the first act of Congress in 1789 was to authorize the administration of Oaths of Office for government officials and officers. The second act in the same year was a set of tariffs and other regulations intended to enable the US to act as an economic power on a world stage.

Over the years, of course, the country's administrative functions have changed. Notably, during the Progressive Era and the New Deal Era government regulation was aimed at correcting imperfections in specific industries such as food and drugs and it was aimed at stabilizing the economy as a whole. During the Great Society Era, government regulation was directed to improve the health safety and welfare of the citizens through legislation that protected civil rights, consumers, the environment, and worker safety among other areas of concern.

In short, New Deal economic regulation and Great Society social regulation today form the basis of the modern regulatory state. Consequently, the well-rounded lawyer must necessarily have an understanding of the administrative state and how and why it functions the way it does. Energy law and environmental law are excellent vehicles for understanding the administrative state. More specifically, economic regulation is the basis for energy law and policy in the US. Similarly, social regulation is the basis for US environmental Law and policy.

Few areas of the law have such vast national and international impact as environmental law and energy law. These two subjects encompass a number of subspecialties including energy and natural resources, green law, climate change, and sustainability as well as clean air, water, land, and ecosystems more generally.

Federal statutes aimed at the protection of our environment, such as the National Environmental Policy Act, the Clean Air Act, and the Clean Water Act, are all regulated extensively through the U.S. Environmental Protection Agency. Similarly, energy law statutes such as the Federal Power Act, the Natural Gas Act, and several comprehensive Energy Policy acts are regulated by several federal agencies. Further, both environmental law and energy law also are regulated by state and, sometimes, local administrative agencies. Through courses such as administrative law, environmental law, and energy law, the University of Cincinnati College of Law prepares students to handle this complex regulatory world.

Academics

All Cincinnati Law students take Contracts and Constitutional Law in their first year. Students are strongly encouraged to take introductory courses Environmental Law I and Administrative Law in their second year. Administrative Law is recommended due to the many federal, state, and local government agencies that regulate the environmental and energy areas. Energy Law, then, can serve as an excellent third year elective.

Students who have an interest in transactional work also should consider practical skills-based classes designed to replicate the types of legal tasks typical of an environmental law practice. Students more focused on environmental litigation should consider courses and experiences that build courtroom skills, such as Trial Practice.

Students can also design an independent research project under the direct supervision of a faculty member.

Students are encouraged to meet with a faculty member and the Center for Professional Development staff during their first year to develop a plan best suited to their professional career goals.

Environmental and Energy Law Selected Course Electives

- Administrative Law
- Environmental Law I
- Environmental Law II
- Environmental Law - Practice One
- Energy Policy and Climate Change

Environmental and Energy Law Selected Practical Skills Courses

- Advanced Legal Drafting
- Corporate Transactions: Term Sheet to Closing
- Legal Drafting
- Real Estate Transactions
- Trial Practice

Environmental and Energy Law Faculty

- Bradford Mank (Academic Advisor)
- Joseph Tomain

Experiences

Cincinnati Law provides excellent preparation for the real world of law practice. The Center for Professional Development and Cincinnati Law faculty assist student in obtaining related positions with local companies, agencies and nonprofit organizations. These externships provide practical experience in addition to classroom credit. Recent externships include D. David Altman Company, LPA, a legal professional association devoted to environmental law, the Ohio River Foundation, and Contech Engineered Solutions.

The Environmental Law Society regularly sponsors programs featuring key speakers on issues in the field of environmental law.

Students in the Entrepreneurship and community Development Clinic provide advice to clients in areas such as contract and lease preparation, review, and negotiation, and corporate governance and regulatory compliance. The ECDC also partners with Duke Energy each year to conduct a pro bono event that provides free legal services to local business owners and entrepreneurs.

The Trial Practice Team and Moot Court competitions are designed to hone courtroom and appellate advocacy skills. Each year, Moot Court hosts the August A. Rendigs, Jr. National Product Liability Moot Court Competition for other law schools across the nation.

- Legal Externships
- Environmental Law Society
- Entrepreneurship and Community Development Clinic
- Trial Practice Team
- Moot Court
- Vis International Commercial Arbitration Moot Team

Careers

The field of environment and energy law is broad and diverse. Many Cincinnati Law graduates have charted rewarding career paths in these areas, whether at the international, national, state or local level.

Lawyers interested in regulatory work may focus on ensuring compliance with the significant statutory laws and regulations that monitor these industries or work with industry organizations to influence rules and policy-making.

Some attorneys concentrate on litigation work in these areas. Law firm practice groups or law firms specializing in environmental law may litigate cases such as those concerning the adverse health impact to residents or employees from contaminated sites.

The environmental and energy industries also require lawyers who have solid experience in transactional work, such as the negotiation and drafting of land use agreements, contracts for the sale and purchase of natural gas or related products, and real estate transactions or development of contaminated properties.

Green law is a growing specialty in environmental law. Lawyers advise clients of green initiatives, LEED design and certification, sustainability practices, and renewable energy developments.

4. General and Small Practice

Challenging, highly varied work across a broad spectrum of practice areas is a hallmark of a general or small law firm practice. It requires a lawyer with a superior understanding of the law and the ability to work closely and effectively with clients. Cincinnati Law graduates are prepared to deliver sophisticated legal representation to both individuals and small businesses.

Academics

The demands of a general practice require students to have a solid foundation in both doctrinal and practical skills classes. Cincinnati Law's curriculum offers multiple classes in the areas of law that represent the more frequent legal issues presented by clients.

All law students take Contracts in their first year. Because they are prerequisites for other courses, students should consider taking Evidence, Federal Income Tax, and Wills and Estates in their second year.

During their second and third years, students can then select advanced classes from the curriculum based on their specific interests in an area of law. It also is recommended that students take a number of skills-based classes designed to replicate the types of legal tasks performed by attorneys on a daily basis.

Changes in technology and the delivery of legal services is especially important to the solo and small law firm practice. Students should consider taking the Technology in Law Practice class to learn about the latest technology innovations in representing clients.

Students interested in general practice or in starting their own firms should plan carefully to take full advantage of the offerings in all of these areas and are encouraged to meet with any of our faculty members during their first year to design a personalized curriculum best suited to their professional goals.

Selected Courses for a General Practice

Criminal Law

- Criminal Procedure I
- Criminal Procedure II

Business Law

- Bankruptcy
- Business Associations
- Sales
- Secured Transactions

Employment and Labor Law

- Disability Law
- Employment Discrimination
- Labor Law

Estate Planning

- Estate Planning
- Federal Income Tax
- Trusts and Future Interests
- Wills and Estates

Family Law

- Family Law
- Juvenile Law

Litigation and Alternative Dispute Resolution

- Evidence
- Introduction to Alternative Dispute Resolution
- Negotiations
- Remedies

Experiences

Cincinnati Law's clinics, externships, and fellowships provide students with a realistic and invaluable perspective on the day-to-day life of a lawyer. The University of Cincinnati College of Law has partnered with many companies and organizations to provide internships, externships, and other experiential learning opportunities for students.

The Entrepreneurship and Community Development Clinic (ECDC) offers free legal services to small and startup businesses and non-profit organizations. Students in the clinic provide advice to clients to areas including entity selection and formation; contract and lease preparation, review, and negotiation; corporate governance and regulatory compliance; trademark and copyright protection; and other legal issues faced by small businesses.

The ECDC also has partnered with area business accelerators, such as The Brandery and the Hamilton County Business Center, to give students unique opportunities to learn valuable hands-on legal and business skills (and earn compensation). Students work closely with innovative entrepreneurs, local lawyers, and nationally-respected business advisors in a dynamic business environment.

Students may choose to work part-time in their second and third years with many of the law firms located in the Cincinnati area. Working for a law firm is an excellent way to enhance research and writing skills, learn practical lawyering skills, and gain exposure to a wide variety of practice areas.

Volunteer opportunities also abound. Any student who performs 15 or more hours of volunteer legal work receives an official transcript notation. For example, the ECDC partners with Duke Energy to conduct an annual pro bono event that provides free legal services to local business owners and entrepreneurs.

Selected Practical Skills Courses

- Client Counseling
- Corporate Transactions: Term Sheet to Closing
- Legal Drafting
- Real Estate Transactions
- Technology in Law Practice
- Trial Practice

Experiences

- Entrepreneurship and Community Development Clinic
- Domestic Violence and Civil Protection Order Clinic
- Legal Externships
- Indigent Defense Clinic
- Moot Court
- Trial Competition Team

Academic Advising

For academic advising, please contact the Center for Professional Development at cpdlaw.ucmail.uc.edu.

Careers

Starting a solo practice or small law firm can be a very positive experience if autonomy is an important career goal. Numerous Cincinnati Law graduates have found personal satisfaction and career success in founding their own law firm.

The majority of attorneys in private practice are employed in small law firms with less than 20 lawyers. Almost half of those lawyers are solo practitioners. Small firm lawyers are often generalists that enjoy challenge and wide variety in their work.

Other smaller law firms are boutique law practices that specialize in a niche area of the law. Lawyers in boutique firms can service their clients more personally in a clearly defined practice

area and refer clients to different law firms for other services. These lawyers may have begun their careers in a larger firm and then chosen to narrow their focus.

5. Health Law

The complexity of the healthcare industry requires attorneys well-versed in areas where medicine and law intersect. Medical malpractice, regulatory requirements impacting doctor-patient relationships, compliance, bioethics, public health policy – health law is diverse and one of the fastest-growing legal fields. Cincinnati Law prepares students to handle the legal issues that are constantly emerging in the delivery of health care services.

Academics

All law students take Contracts and Constitutional Law in their first year. Because of the many federal and state government agencies that regulate the healthcare industry, students should consider taking Administrative Law in their second year.

Building upon those foundational classes, second and third year students can choose from a variety of courses that provide more specialized knowledge. Upper-level students may also engage in individual research projects for credit under the direct supervision of a faculty member.

Students also can take advantage of the course offerings offered at other University of Cincinnati colleges. For example, our highly ranked [College of Medicine](#) offers courses involving the legal and ethical issues surrounding research and human experimentation.

Health law encompasses several broad areas - litigation and negligence matters, regulatory and public policy issues, and the business of healthcare institutions and enterprises. Students are encouraged to meet with our faculty and Center for Professional Development staff to develop a plan best suited to their professional career goals.

Health Law Selected Course Electives

- Administrative Law
- Advanced Health Law
- Disability Law
- Health Care Law
- Introduction to Law and Psychiatry
- Neuroscience and the Law
-

Health Law Faculty and Adjunct Faculty

- Valerie Hardcastle
- Ann Hubbard
- James Hunt

- S. Elizabeth Malloy (Academic Advisor)

Experiences

Cincinnati has some of the best health care facilities in the nation. Four major hospitals, plus the Cincinnati VA Medical Center and the Shriners Hospitals for Children, are all within walking distance of the law school. Learn about the day-to-day life of a health law practitioner with a legal externship at any of a number of health care providers in the Greater Cincinnati metropolitan region.

The Glenn M. Weaver Institute of Law and Psychiatry allows Fellows to observe inpatient treatment at places such as the Summit Behavioral Center, Christ Hospital, and the Veterans Administration, as part of their Community Placement Program. At Hamilton County's mental health court, Fellows also can gain experience with psychiatric issues as practiced in a legal setting.

Students interested in representing health care providers or consumers can select from courses and extracurricular experiences, such as the Trial Practice Team, offered through the Center for Practice. Students may also choose to participate in the Sixth Circuit Clinic to gain additional experience with appellate advocacy.

- Weaver Institute of Law and Psychiatry
- Legal Externships
- Center for Practice
- Sixth Circuit Clinic

Careers

The importance of health law has escalated with the changing and ever more complex legislative and regulatory environment.

Legal teams within healthcare organizations play an increasingly essential role as the industry continues to merge and consolidate into large medical networks. Many law firms specialize in health law or have a health law practice group representing individual clients or healthcare organizations.

Law firms and corporations actively seek attorneys that are able to navigate the diverse and challenging matrix of legal, economic, and public policy issues associated with the healthcare industry. You will find Cincinnati Law graduates in hospitals, health organizations, government agencies, and law firms across the nation.

6. Innovation, Technology and Intellectual Property

Intellectual property law is an expansive subject that delves into the world of artistic and literary creation, advertising and marketing, and scientific invention. Three predominantly federal

doctrines – copyright, trademark, and patent – as well as a host of state law doctrines, including publicity rights and trade secrets, interact to provide legal protection in these areas.

Academics

Students are strongly encouraged to take the foundational course, Introduction to Intellectual Property Law, in the fall of their second year. Building upon that foundation are the three doctrinal courses in American law: Copyright Law, Trademark and Unfair Competition Law, and Patent Law.

What courses a student will take depends on practice interest. Students are not forced to take one track or the other. Students who think they may wish to “straddle” tracks can select courses from each. For example, while passage of the Patent Bar Exam is required for those who wish to prosecute patents before the Patent and Trademark Office, litigators practicing in federal court have the ability to try copyright, trademark, and patent cases.

International Intellectual Property Law educates students about international laws, practices, and problems. Other courses and seminars build upon the basic doctrines, provide students with more specialized knowledge, and frequently give students an opportunity to learn in smaller settings and from a variety of professors, including practitioners in the field.

Copyright and Trademark Track Selected Course Electives

- Advertising Law
- Computer and Internet Law
- Copyright Law
- First Amendment Seminar
- International Intellectual Property Law

Patent Track Selected Course Electives

- International Intellectual Property Law
- Introduction to Intellectual Property Law
- Patent Law
- Patent Office Practice and Procedures

- Introduction to Intellectual Property Law
- Media Law
- Sports Law
- Trademark and Unfair Competition

Intellectual Property Law Faculty and Adjunct Faculty

- Ed R. Acheson, Jr.
- Timothy K. Armstrong (Academic Advisor)
- Steven J. Goldstein
- Lori Krafte

Experiences

Cincinnati Law also offers students many opportunities to build skills and gain experience in the area of intellectual property. The Center for Professional Development and Cincinnati Law faculty assist student in obtaining IP-related positions with local companies throughout the school year. These externships provide practical experience in addition to classroom credit. The online Intellectual Property and Computer Law Journal addresses matters of importance both to the scholarly community and to the bench and bar. The journal covers doctrinal subjects traditionally included within the broad domain of intellectual property as well as both short- and long- form scholarship on entertainment, media and free expression, telecommunications, privacy, sports law, and computer and technology subjects.

- [Legal Externships](#)
- Intellectual Property and Computer Law Journal
- Intellectual Property Law Society
- Patent and Trademark Clinic
- Sports and Entertainment Law Club

Careers

Innovation and technology are critical to our society. Intellectual property law careers deal with protecting intangibles that can range from the copyright on a song, book, or screenplay to the trademark on a phrase, logo, or symbol to the patent on a manufactured item's unique functions.

An IP lawyer may do advisory work, transactional work, litigation, or some combination of them all. Patent lawyers also need prior scientific or technical level training in order to sit for the United States Patent and Trademark Office's Patent Bar Exam.

Law firms and corporations actively seek attorneys that are able to navigate the diverse and challenging matrix of legal, scientific, technological, economic, and public policy issues associated with intellectual property. Cincinnati Law alumni work on diverse legal matters related to IP Law around the world.

7. International Law

Virtually every important area of legal practice involves an international dimension – commerce, corporations, telecommunications, trade, tax, investments, finance, intellectual property, product liability, environmental, crimes, constitutions, and human rights. Increasing globalization has enhanced the speed that products and information flow around the world. Events in one country quickly affect circumstances in other countries, whether they are ecological disasters or trade disputes. Law is also important in facilitating the relationship between countries, transactions across national boundaries, and the immigration of people to homes in new countries.

Even general practitioners need to understand when an international legal question arises.

Actions in purely local disputes may require taking evidence abroad, enforcing a local judgment in a foreign jurisdiction, or enforcing a foreign judgment in a domestic court.

Academics

There are a number of entry points for those with an interest in international legal issues. Students interested in international business should begin with International Business Transactions, an introductory course that surveys the law applicable to the wide variety of international transactions. Students interested in the law that governs the relations between states or the international rules that regulate the state control of individuals might begin with Public International Law or the Human Rights Seminar. Students specifically interested in immigration issues can take Immigration Law and Policy.

More advanced courses supplement these introductory offerings. In most cases, though, one need not take the introductory international course to take the advanced one. This is because the advanced international courses often attract students whose basic interest stems from a particular domestic law subject. For example, one might come to the course on International Tax based on an initial interest in tax and not from a background in international business. The same is true of International Intellectual Property Law. Professors may also offer research seminars on advanced problems in international law for in-depth directed research in a small group. Individual research projects may be arranged with professors for those with special interests.

Selected Course Electives

- Conflict of Laws
- Crimmigration

- Human Rights Seminar
- Immigration Law and Policy
- International Business Transactions
- International Commercial Arbitration
- International Intellectual Property Law
- International Tax
- Practical Applications of Immigration Law Topics
- Public International Law

International Law Faculty

- Felix Chang
- Jacob Katz Cogan (Academic Advisor)
- Bert B. Lockwood
- John B. Pinney
- Yolanda Vázquez

Experiences

Cincinnati Law offers many opportunities for students to complement their classroom knowledge and build skills in international law and international human rights.

For over three decades, the Urban Morgan Institute (UMI) has educated and trained human rights lawyers to promote and protect human rights in the international arena. The UMI serves as a model for many other human rights programs and emphasizes three areas: teaching, research, and service.

Since the founding of the Urban Morgan Institute, Arthur Russell Morgan fellowships have been offered to outstanding students who demonstrate a commitment to international human rights. Another vital component of the UMI is the summer externship program. After the first year, law students interested in international law and human rights are given the opportunity to gain invaluable hands-on experience by spending the summer working with human rights organizations, international judges, governmental agencies, or UN bodies.

At the core of the Institute's success is the Human Rights Quarterly, recognized as the leading academic journal in the human rights field. The Quarterly covers the range of human rights issues encompassed by the Universal Declaration of Human Rights. Published by The Johns Hopkins Press, the Human Rights Quarterly is edited by Cincinnati Law students overseen by Professor Bert Lockwood, Editor-in-Chief and Director of the Institute.

Cincinnati Law also offers two other journal opportunities that routinely address matters related to international law and human rights. The Immigration and Nationality Law Review is an internationally recognized annual law journal and one of only two major student-edited American law journals focusing on the increasingly important field of immigration law. The Freedom

Center Journal is a scholarly publication published jointly with the National Underground Railroad Freedom Center that explores legacies of historic struggles for freedom in order to provide a better understanding of ongoing forms of subordination and to craft strategies for social change.

Summer Fellowships

Students have worked in Bolivia, Botswana, Chile, the United Kingdom, Ireland, The Netherlands, and Switzerland, for organizations such as:

- United Nations Development Programme
- Robert F. Kennedy Memorial Center for Human Rights
- International Atomic Energy Agency
- Global Rights
- The Climate Institute
- International Center for Transitional Justice

Experiences

- Urban Morgan Institute for Human Rights
- Summer Public Interest Fellowships
- Human Rights Quarterly
- Immigration and Nationality Law Review

Careers

Students who develop a more specialized background in international law will be well positioned for professional practice. The types of practice settings vary widely. Lawyers with a keen interest and knowledge in international law could counsel international corporate clients, provide guidance to individuals and families on immigration matters, advise high net-worth individuals on issues related to international tax law, or monitor legislative developments.

Attorneys work for international corporations and financial institutions, law firms, and other organizations around the world, including the United Nations, the Organization of American States, and the International Criminal Court. You also will find attorneys working on international issues in many U.S. Government agencies, including the Department of State, the Department of Commerce, and the Environment Protection Agency.

8. Litigation and Alternate Dispute Resolution

Litigation is generally thought of as the process of resolving rights-based disputes through the court system, from filing a lawsuit through arguments on legal motions, a discovery phase involving formal exchange of information, courtroom trial and appeal. Litigation also encompasses administrative or regulatory processes for establishing legal rights and resolving

disputes. Even if you do not plan to be a litigator, some familiarity with the litigation process will help you advise clients on how best to avoid disputes regarding legal rights.

Many legal disputes are resolved through direct negotiation, often based on a lawyer's advice, but without formally filing a claim to commence litigation. In fact, only a small percentage of litigated cases proceed through trial. Most are settled through negotiation, mediation, arbitration or other forms of alternative dispute resolution (ADR). In mediation, a neutral mediator assists the parties' efforts to reach a settlement, but does not have binding decision-making power.

Arbitration is a relatively informal adjudicative process in which the arbitrator's decision is usually binding. A wide range of contracts include mandatory mediation or arbitration provisions and many court-related programs offer one or more forms of ADR.

Students in litigation and ADR practice should gain a thorough understanding of these processes, as well as grounding in the skills required for becoming an effective advocate. Process is insufficient without substantive legal knowledge. Thus, students are advised to take classes in the substantive legal areas in which they intend to practice. However, the good news is that litigators can also be generalists, and a well-rounded legal education will serve them well.

Academics

Cincinnati Law students build a foundation in litigation and alternative dispute resolution by taking Civil Procedure, Legal Research and Writing, and Advocacy in their first year. Those interested in trial practice are advised to try out for the trial practice team at the end of their first year.

In the second year, students take Client Counseling to learn basic skills in interacting with clients, an important aspect of solving problems and handling disputes. (Client Counseling is required, but future litigators or ADR practitioners are advised to take the Client Counseling course focused on the disputes context.) Second year students may be eligible for the Trial Practice competition team and course in the fall or the spring semester Trial Practice course. Of course, in the second and third year, students are advised to take many of the courses in litigation, negotiation, ADR, arbitration, and decision analysis.

Students are encouraged to meet with our faculty and Center for Professional Development staff to develop a plan best suited to their professional career goals.

Selected Course Electives

- Administrative Law
- Advanced Decision Analysis
- Alternative Dispute Resolution, Introduction to
- Appellate Practice and Procedure
- Business Basics for Lawyers
- Civil Rights Litigation

- Conflict of Laws
- Client Counseling (Disputes)
- Electronic Discovery: Procedural and Evidentiary Issues
- Evidence
- Federal Courts
- International Commercial Arbitration
- Negotiations
- Practical Applications: Expert Witnesses at Trial
- Pretrial Litigation
- Remedies
- Trial Practice
- Witness Preparation

Litigation and Alternative Dispute Resolution Faculty and Adjunct Faculty

- Marjorie Aaron (Academic Advisor)
- Michele Bradley
- John Cruze, Jr.
- James K.L. Lawrence
- Elizabeth Lenhart (Academic Advisor)
- Paul B. Martins
- Terry Nestor
- Nancy Oliver
- John Pinney
- Rachel Smith
- Peter J. Stackpole

Experiences

Cincinnati Law offers students many opportunities to supplement its rigorous curriculum and build skills in litigation, mediation, negotiation, and dispute resolution. These simulated and real-world experiences are invaluable for preparing students to practice as litigators and ADR practitioners.

Cincinnati Law also participates in the American Bar Association sponsored competitions in Negotiation and other transactional or subject matter specific negotiation competitions. Of course, participation in the Trial Practice Team national and regional competitions similarly prepares Cincinnati Law students for the courtroom.

Because writing is central to this area of the law, students should use every opportunity to improve and practice their writing and advocacy skills. Any of the Cincinnati Law clinics and journals will give students opportunities to improve and practice these skills.

Judicial externships with the U.S. District Court, the Ohio Court of Common Pleas, or other courts with criminal jurisdiction are valuable. Students also can take advantage of legal externships with a prosecutor or defense organization or the Sixth Circuit Mediation Office.

Third-year students who have completed at least 60 credit hours toward graduation can obtain an intern's license, allowing them to practice in court under the supervision of a prosecutor or defense lawyer. For example, the Indigent Defense Clinic allows supervised third-year law students to represent clients charged with misdemeanors and felonies in Hamilton County. Students also can work part-time in their second and third years in litigation practice at many of the 800 law firms located in the Cincinnati area.

Volunteer opportunities are available at organizations such as the Ohio Justice and Policy Center. Any student who performs 15 or more hours of volunteer legal work receives an official transcript notation.

Experiences

- Trial Practice Team
- Moot Court
- ABA Negotiation Competitions
- Alternative Dispute Resolution Club
- Indigent Defense Clinic
- Judicial and Legal Externships
- Ohio Innocence Project
- Sixth Circuit Clinic
- Vis International Moot Competition

Careers

Lawyers help their clients solve problems and resolve disputes with other parties. Litigators, mediators, arbitrators, and dispute resolution design professionals work in both the public sector and in private practice. They may work as trial lawyers in a criminal or civil practice, or even as attorneys for a corporation or non-profit organization.

A wide variety of career opportunities also exist for those skilled in litigation and alternative dispute resolution.

9. Public Interest Law

Advocating for civil liberties, promoting consumer rights, enacting policy change, or fighting for environmental protection – public interest law covers a huge range of issues. Lawyers play an important part in promoting social justice and protecting the rights of underrepresented populations.

Public interest lawyers handle matters that reflect broad areas of public concern – from housing discrimination to child welfare – and work on a variety of cases and causes. Law students who pursue a career in public interest law generally have a strong passion for helping others.

Academics

Cincinnati Law students build a foundation in public interest law by studying Constitutional Law in their first year. Most law school courses will be valuable for some aspect of public interest work. In their second and third years, students can tailor their schedule to focus on a particular area of public interest law.

Cincinnati Law also offers a joint JD/MA in Women's, Gender, and Sexuality Studies. The capstone experience of the program is a semester-long externship that allows students to work at a national public interest organization, such as the National Women's Law Center, Equality Now, and the Women's Law Project.

Students interested in public interest law and social justice are strongly recommended to participate in at least one clinical course serving the needs of low-income clients in order to experience this type of work first hand.

Selected Course Electives

- Civil Rights Litigation
- Crimmigation
- Critical Race Theory
- Disability Law
- Education Law
- Employment Discrimination
- Family Law
- Feminist Jurisprudence
- First Amendment Seminar
- Gender and the Law
- Human Rights Seminar
- Immigration Law and Policy
- Labor Law
- Public International Law
- Tax Policy

Public Interest Law Faculty

- Mark Godsey
- Emily Houh (Academic Advisor)
- Ann Hubbard
- Kristin Kalsem

- Bert B. Lockwood
- Betsy Malloy
- Kenyatta Mickles
- Sandra Sperino
- Yolanda Vazquez
- Verna Williams

Experiences

Cincinnati Law offers many opportunities for students to complement their classroom knowledge and build additional skills in public interest law areas. Clinics, which are offered for credit, allow students to practice client representation and advocacy skills.

Cincinnati Law students also can gain invaluable hands-on experience by spending the summer as a fellow working at nonprofit organizations, governmental agencies, or UN bodies.

The Center for Race, Gender, and Social Justice provides experiential learning, research, and other opportunities for interdisciplinary inquiry for students committed to social change. The Center selects a limited number of students annually as Social Justice Fellows who research and participate in activities that seek to cultivate social justice scholars, leaders, and activists. The Urban Morgan Institute (UMI) has educated and trained human rights lawyers to promote and protect human rights in the international arena for over three decades. The UMI serves as a model for many other human rights programs and emphasizes three areas: teaching, research, and service.

Cincinnati Law offers several journal opportunities that routinely address matters related to social justice and human rights. The Human Rights Quarterly is recognized as the leading academic journal in the human rights field. Published by The Johns Hopkins Press, the Human Rights Quarterly is edited by Cincinnati Law students overseen by Professor Bert Lockwood, Editor-in-Chief and Director of the Institute. The Immigration and Nationality Law Review is an internationally recognized annual law journal and one of only two major student-edited American law journals focusing on the increasingly important field of immigration law. The Freedom Center Journal is a scholarly publication published jointly with the National Underground Railroad Freedom Center that explores legacies of historic struggles for freedom in order to provide a better understanding of ongoing forms of subordination and to craft strategies for social change.

There also are many student organizations, such as the Tenant Information Project (TIP), and volunteer opportunities for students interested in public interest work. Any student who performs 15 or more hours of volunteer legal work receives an official transcript notation.

Clinics

Experiences

- Domestic Violence and Civil Protection Order Clinic
- Indigent Defense Clinic
- Ohio Innocence Project
- Sixth Circuit Clinic
- Summer Public Interest Fellowships
- Center for Race, Gender, and Social Justice
- Urban Morgan Institute for Human Rights
- Human Rights Quarterly
- Immigration and Nationality Law Review
- Freedom Center Journal
- Tenant Information Project
- Judicial and Legal Externships
- Summer Public Interest Fellowships

Careers

Lawyers working to promote social justice are employed in a variety of settings in both the public and private sector. Some lawyers work in federal, state, and local government agencies, such as the Equal Employment Opportunity Commission where they investigate alleged cases

of discriminatory behavior. Others work for nonprofit organizations advocating for and promoting the interests of their particular group. Other lawyers find their public interest career in a corporation or private practice, protecting the rights of individuals.

International public interest law professionals find career opportunities working for government agencies and organizations devoted to international issues, such as the environment, energy, and human rights.

VI. Experiences

A. Centers & Institutes

Cincinnati Law centers and institutes attract scholars and experts from around the globe. Headed by Cincinnati Law faculty, these programs offer students opportunities to participate in symposia and workshops, work on important social justice and international law issues, and conduct in-depth research.

1. Urban Morgan Institute for Human Rights

For three decades, the Urban Morgan Institute has educated and trained human rights lawyers, who promote and protect human rights in the international arena. Established at the University of Cincinnati College of Law in 1979, the Institute now serves as a model for many other human rights programs.

The Urban Morgan Institute offers many opportunities, both inside the classroom and beyond, for students who are interested in international law and human rights. At the core of the Institute's success is the Human Rights Quarterly, recognized as the leading academic journal in the human rights field. The Quarterly covers the range of human rights issues encompassed by the Universal Declaration of Human Rights. Published by The Johns Hopkins University Press, the Human Rights Quarterly is edited by Cincinnati Law students who are overseen by Bert Lockwood, Editor-in-Chief and Director of the Institute.

2. Weaver Institute of Law and Psychiatry

The Glenn M. Weaver Institute of Law and Psychiatry is dedicated to helping law students and practicing attorneys learn how psychiatry aids in resolving legal matters and exploring social policy that affects mental health and legal concerns.

3. Center for Race, Gender and Social Justice

Building upon a groundbreaking academic program in law and women's, gender, and sexuality studies, the Center for Race, Gender, and Social Justice provides experiential learning,

research, and other opportunities for interdisciplinary inquiry that enhance the vibrant intellectual life at the University of Cincinnati College of Law. The Center seeks to bridge theory and practice, forge relationships with local, national, and global communities, and prepare students to take the lead in advancing justice. Primary programs are the Joint Degree Program in Law and Women's, Gender, and Sexuality Studies (WGSS), the Freedom Center Journal, and the Domestic Violence and Civil Protection Order Clinic.

4. Corporate Law Center

For over twenty years, the Corporate Law Center at the University of Cincinnati College of Law has addressed substantive issues in corporate, securities, and business law. Central to its activities is the annual Corporate Law Symposium, which provides an opportunity for scholars, regulators, practitioners, and law students from across the country to exchange ideas, debate issues, and discuss ongoing research and scholarship on current topics in this field. The Corporate Law Center also offers many opportunities, both inside the classroom and beyond, for students who are interested in business law.

5. Center for Practice

Being an effective lawyer requires more than analyzing legal doctrine. Effective lawyers are adept at client interviewing and counseling, decision-making, negotiation, dispute resolution, and formal argument or presentation as well as working with colleagues and managing within an organization. This work requires professional skills in written and oral communication and canny strategic judgments when crafting presentations and documents to clients, colleagues, opposing counsel, and judge or jury. Drawing upon insights from a range of disciplines and expert practitioners, the Center's courses, workshops, and other program initiatives enhance professional skills and judgment to achieve the highest level of legal practice.

The Center for Practice develops law students' professional skills through classroom work and extra-curricular experiences. We encourage an interdisciplinary approach, drawing upon psychology, economics, communication, rhetoric, decision analysis, negotiation, and dispute resolution. Capitalizing on the University of Cincinnati's rich urban environment, the Center works with leading law firms, businesses, and civic organizations to provide students with "real world" opportunities.

Cincinnati Law's Center for Practice also serves as a resource for practicing lawyers, fostering opportunities for ongoing legal education in practice-related issues and providing a professional forum for dialog on best practices.

B. Journals

1. UC Law Review

The University of Cincinnati Law Review is a quarterly publication produced by second and third-year law students. Visit the [review's website](#) for more information, as well as current and

past issues. The Review, along with its counterparts at all other accredited law schools, makes a significant contribution to scholarly legal literature. In addition, the Review represents the College of Law to the outside community. Each year, approximately 30 students are invited to join the Law Review as Associate Members. All Associate Members are chosen on the basis of first year grade point average combined with a writing competition score. The competition begins immediately after completion of first year studies.

2. Human Rights Quarterly

The Urban Morgan Institute edits the *Human Rights Quarterly* published by The Johns Hopkins University Press, the oldest university press in the country. The *Quarterly* is multidisciplinary and covers the range of human rights matters encompassed by the [Universal Declaration of Human Rights](#). In its forty years and nearly a thousand articles and book reviews, the *Quarterly* is recognized as the leading academic journal in the human rights field. Both its audience and its authors are represented on every part of the globe.

3. Immigration and Nationality Law Review

The Immigration and Nationality Law Review (INLR) is an internationally recognized annual law journal and one of only two major student-edited American law journals focusing on immigration law. The INLR is devoted to disseminating influential, innovative, and relevant scholarship on issues of immigration and nationality and includes original articles, student casenotes, comments, book reviews, and essays.

Immigration and nationality law often transcend beyond their areas and influence such fields as constitutional and criminal law, human rights, international law, and ethnic conflict. Moreover, immigration and nationality frequently implicate issues of race, gender, class, and national security. The INLR is dedicated to addressing immigration and nationality laws impact to these areas as well.

Created in 1976, the INLR was originally a reprint journal, serving the scholarly community as an anthology of the most seminal law review articles on immigration and nationality while including legislative summaries and a limited number of original contributions. The INLR is published by William S. Hein & Co., Inc. of New York.

4. Freedom Center Journal

The Freedom Center Journal (FCJ) is a joint, scholarly publication of the University of Cincinnati College of Law and the [National Underground Railroad Freedom Center](#), which is located in downtown Cincinnati. Edited and published annually by law students, the FCJ explores legacies of historic struggles for freedom in order to provide a better understanding of ongoing forms of subordination and to craft strategies for social change. The FCJ publishes articles, comments, essays, and/or book reviews written by students, legal practitioners, and scholars from different disciplines. Each issue of the FCJ covers a diverse range of issues relating to race, gender, sexuality, class, freedom, justice, and law.

5. Intellectual Property and Computer Law Journal

The newest scholarly journal at the College of Law, the Intellectual Property and Computer Law Journal (IPCLJ) provides thoughtful and thorough analysis of important issues in an array of areas for the scholarly community and practitioners alike.

Coverage areas include doctrinal subjects traditionally within the broad domain of intellectual property (patent, copyright, trademark, and trade secrets) as well as both short-form and long-form scholarship on entertainment, media and free expression, telecommunications, privacy, sports law, and computer and technology subjects.

The IPCLJ is published online and takes full advantage of an electronic publication. In keeping with the College's customary practice, the IPCLJ is published under the supervision of faculty advisor Professor Timothy Armstrong.

C. Clinics

1. Domestic Violence and Civil Protection Order Clinic

In keeping with the Center for Race, Gender and Social Justice's mission, the clinic's purpose is two-fold: to train students to practice law in the civil setting and provide holistic legal services to survivors of domestic violence. Clinic staff assists students in learning every aspect of civil practice. From initial interview through all stages of advocacy, we offer a supportive environment for student entry into the practice of law. In addition, clinic students consult extensively with clients on the benefits and risks of taking legal action, discuss safety concerns, make referrals to other providers, as needed, and represent clients through the civil protection order process.

2. Entrepreneurship and Community Development Clinic (ECDC)

The University of Cincinnati College of Law opened its Entrepreneurship and Community Development Clinic in January 2011 and accepts clients for its Fall and Spring semesters each year.

At the ECDC, third year law students obtain "hands on" experience representing local small business owners and aspiring entrepreneurs on transactional legal issues critical to their success. Such services include assistance and counseling on entity selection and formation; regulatory compliance and licensing; advice on trademark and copyright protection; lease review and negotiation; contract preparation, review, and negotiation; as well as any other legal issues confronting a small business.

Students perform all work at the ECDC under the supervision of its director, Professor Lewis Goldfarb. The ECDC represents clients of limited financial means, including both for-profit and

non-profit organizations, which cannot afford the legal services of the private bar. The ECDC does not charge for its services.

3. Indigent Defense Clinic

The Indigent Defense Clinic is a unique opportunity for third-year law students to represent clients charged with misdemeanors and low-level felonies in Hamilton County. Clinic students begin the year with an intensive ten-day trial advocacy “boot camp.” Basic trial skills are enhanced during weekly seminars. From the initial client interview and case brainstorming to investigation and trial, Clinic students learn best practices in client-centered community defense.

Since its inception in 2007, the Clinic has provided legal representation to nearly 500 indigent clients facing criminal charges. From misdemeanor charges and probation violations to appellate advocacy and sentencing mitigation, students have won outstanding results for their clients.

4. OIP/Ohio Innocence Project

The Rosenthal Institute for Justice was established at Cincinnati Law thanks to the generosity of Lois and Richard Rosenthal. The primary component of Cincinnati Law’s Rosenthal Institute for Justice is the Ohio Innocence Project, which was founded in 2003. Harnessing the energy and intellect of law students as its driving force, the OIP seeks to identify inmates in Ohio prisons who are actually innocent of the crimes they were convicted of committing. Innocence is often determined by DNA testing, but can include other types of new evidence such as new witnesses, new expert testimony, or evidence of police misconduct. Once an inmate's innocence has been established through investigation, the OIP sends the case back to court and litigates in the hope of obtaining the inmate's freedom. Innocence Projects across the country have freed more than 250 wrongfully convicted inmates to date. The Ohio Innocence Project to date has helped 26 individuals obtain their long-sought freedom.

5. Patent and Trademark Clinic

The Patent and Trademark Clinic is a “hands-on” learning opportunity for students to practice IP law under the supervision of local IP attorneys, it will provide much needed legal assistance to local businesses and aspiring entrepreneurs who otherwise could not afford the help needed to protect some of their most valuable assets.

The PTC is the first Ohio law school clinic to focus on both patents and trademarks, making it a particularly unique entity. It will complement the law school’s Entrepreneurship and Community Development Clinic (ECDC) while strengthening the school’s experiential learning curriculum and opportunities. Of the 178 small business clients served by the ECDC, over 100 of them have needed intellectual property assistance, sometimes desiring to have their trademarks and inventions protected through trademark registration and/or patent prosecution. Although the ECDC has referred these clients to local trademark and patent lawyers, many have been unable

to afford the associated legal costs. The PTC will meet an unmet legal need in Cincinnati's entrepreneurial ecosystem.

6. Sixth Circuit Clinic

The Sixth Circuit Clinic introduces students to the basics of appellate advocacy. Requiring a strong understanding of an area of law and the policy issues that surround it, the Sixth Circuit Clinic gives students an opportunity to work closely with an attorney on cases pending before the U.S. Court of Appeals for the Sixth Circuit. In addition, students will have the opportunity to attend arguments at the Court, as well as participate in a mootings the attorneys for oral argument. This can be a one semester clinic with a second semester at the instructor's option.

The clinic has represented clients in 20 appeals since it began in 2003. These included habeas and direct criminal appeals in the Sixth Circuit, a BIA appeal, an amicus brief to the Ohio Supreme Court, and an appeal to the Kentucky Supreme Court.

D. Student Organizations

1. Mission Statement

Cincinnati Law student organizations enhance the University of Cincinnati's educational experience by connecting students through academic, professional, cultural, political, and social interests. By supporting student leadership, community engagement, and professional and social networking, Cincinnati Law furthers its mission to educate and inspire leaders who pursue justice and advance the role of law in society. *-Adopted by the University of Cincinnati College of Law President's Council, March 7, 2018*

2. Planning an Event Checklist

This is a brief checklist of steps to use when planning an event at Cincinnati Law.

SIX WEEKS OR MORE PRIOR TO EVENT:

- Determine size, location and topic of your event.
- Determine your co-sponsors and invitees.
- Check the 25Live scheduling database for available dates (<https://25live.collegenet.com/uc/>).

- Contact speakers and/or participants to determine availability.
- Confirm speakers and participants. Discuss time, date, and place, as well as dietary requirements, type of travel, payment, technical and accessibility needs. If you have a speaker who uses a wheelchair or is otherwise unable to navigate the steps to the speaker well in room 114 or 118 of the law building, you will need to schedule your event in another room at the College or elsewhere on campus.
- Enter your event into the 25Live scheduling database. Consider room capacities at the law school. These can be viewed in 25Live, but as a general reference:
 - Room 114 holds 190 people.
 - Room 118 holds 110 people.
 - The 2nd floor Atrium used as a reception hall will accommodate 10 round tables.
 - The 3rd floor Crow's Nest used a reception/dining area will accommodate 4 round tables with 8 chairs per table. Rectangles (2-3) can be set up in the hallway with dual access.
- Determine event budget and secure funding sources. If necessary, seek donations or sponsorships to assist with budget management. Consider:
 - Cost of promotional materials and/or invitations
 - Speaker(s) costs, including travel, hotel, miscellaneous expenses
 - Catering
 - Supplies, including pens/pencils/markers, binders, flipcharts, notepads
 - Duplication of program materials
 - Speaker gift and/or attendee gifts.
- Establish a publicity plan for the event. Create print materials including invitations, save the date cards, brochures, posters, etc. Schedule a meeting with the College Relations Director, Sherry English (sherry.english@uc.edu, 513 556 0060, room 204A) to review your communication needs including publicity, brochure design, photography, webcasts and paper and digital signage.
- Send invitations and/or announce your event.
- Determine if your event requires program materials and make arrangements for their production and printing. Program materials can be copied through the University Copy Center (<http://healthnews.uc.edu/communications/duplicating/>). The Copy Center provides free pick-up and delivery and maintains a one-day turnaround for most small and average-sized jobs. Students are responsible for printing their own event brochures. Program materials may include:
 - Name tags
 - Table tent cards
 - Signage
 - Brochures

- Programs.
- Determine registration requirements for participants. The registration process can be done by phone, mail or email. When a fee is involved with the event, the law school is permitted to accept payment by check only. The law school cannot accept payment by Paypal or credit card, per university policy.
- Book travel arrangements and communicate travel reimbursement guidelines to participants. Travel Authorization Forms must be completed and signed by the College of Law Dean prior to travel arrangements for each invited guest.
- Request special services and equipment. Audio/visual capabilities are available at the College of Law in rooms 100 A & B, 104, 114, 118, 203, 204, 208 and 302. For questions regarding audio/visual needs in the law building and to order equipment, contact Michael Mimms (michael.mimms@uc.edu, 513 556 0161).
- Select caterer, confirm date on their calendar, and provide a draft agenda of food service needs.
- When hosting an event for CLE credit hours,
 - Select the topic of the event.
 - Determine the amount of time the event will last, excluding all breaks, breakfast, lunch or dinner.
 - Submit information including program description, agenda, handout materials and speaker bios to the Assistant Director of Curriculum and Student Affairs, Cheryl DeVecchio (cheryl.delvecchio@uc.edu, 513 556 0063, room 200) no less than two months prior to the event in order to get approval from the Ohio Supreme Court or the Kentucky Bar Association. When approval is granted, Cheryl will supply an appropriate amount of cards for the event which will contain the activity number. The law school can only submit CLE to Ohio, Kentucky and Indiana. Note that not all CLE programs have a fee to attend.

TWO WEEKS PRIOR TO EVENT:

- Provide posters or flyers for display on law school bulletin boards.
- Request any presentation materials from speaker(s).
- Send reminder email to invitees.
- Meet with all involved event staff to discuss logistics for the day of the event.
- Finalize catering arrangements.

- Check in with speakers and/or participants to confirm travel arrangements and event details.
- Confirm number of attendees with caterer.
- Confirm any and all housekeeping requests. To request tables and chairs to be set up at the law school, contact the College of Law Financial Administrator, Victoria Hayes (victoria.hayes@uc.edu, 513 556 2391, room 200).
- Confirm media services needs.

3 - 5 DAYS PRIOR TO EVENT:

- Deliver proper “day of signage” (directional signs, sign for event door, images for digital signage within the law school) to Sherry English (sherry.english@uc.edu) to have displayed.
- Send a final email reminder to invitees.
- Purchase food, drinks, ice, utensils and other items not supplied by caterer.
- Pick up parking passes for speakers. Guest speakers may receive a pass for a space behind the law school. Contact Victoria Hayes (victoria.hayes@uc.edu) to secure a pass.
- Print/copy nametags and other materials as needed.

DAY OF EVENT:

- Check room to make sure it is clean and holds the necessary equipment and furniture.
- Put event announcements in stands throughout the law school.
- Arrange table seating if necessary.
- Meet caterer for set-up.
- Place water at the podium for each speaker.
- Set-up name tags and/or distribute programs.

- Take photos of the event and send them to Sherry English for use on social media (sherry.english@uc.edu).

WITHIN ONE WEEK FOLLOWING EVENT:

- Send speakers thank-you notes.
- Pay vendors. Submit original receipts for payment/reimbursement.
- Compile a list of all expenses incurred for the event.
- Document all event details and discuss possible improvements, so that future groups may benefit from your experience.
- Collect all submitted CLE cards and forms and return to Cheryl Delvecchio in room 200 for processing.

Quick Checklist/Timeline

ASAP:

- ___ Survey location options, compare costs and features
- ___ Verify there are no conflicts for date of program, determine alternative date options
- ___ Book location on 25Live
- ___ Determine topic/title of event
- ___ Determine cost of event/discounts

Two Months Prior:

- ___ Submit any travel authorization forms for signature
- ___ Arrange travel for guests – airline, hotel, transportation
- ___ Submit application for CLE credit approval
- ___ Create brochure and other program materials
- ___ Determine publicity/advertising
- ___ Send Save the Date card
- ___ Meet with Sherry English (sherry.english@uc.edu, 513 556 0060, room 204A) to review your communication needs
- ___ Make catering arrangements

One Month Prior:

- ___ Send out invitations/flyers; mail meeting agendas and other instructions
- ___ Maintain registration list compiled from phone, mail in, email
- ___ Order supplies (binders, dividers, pens/pencils, flipcharts, labels, etc.)
- ___ Schedule audio/visual equipment with Michael Mimms (michael.mimms@uc.edu, 513 556

0161)

____ Schedule table setup/breakdown with Victoria Hayes (victoria.hayes@uc.edu, 513 556 2391, room 200)

____ Request any presentation materials from speaker(s) and arrange for making copies if necessary

One Week Prior:

____ Confirm catering menus and food/drink quantities

____ Confirm room-setup and AV equipment

____ Compile and copy handouts

____ Finalize list of attendees

____ Produce name tags, tent cards, signs, etc.

____ Arrange table seating

____ Arrange for parking pass for guest speaker(s) with Victoria Hayes (victoria.hayes@uc.edu, 513 556 2391, room 200)

Day of Event:

____ Distribute handouts and CLE cards to registrants

____ Put announcements in stands throughout law school

____ Collect CLE cards at end of event, return to Cheryl DelVecchio (room 200)

____ Take photos for publicity use

After Event:

____ Send thank you letters/gifts

____ Manage any expense reimbursements for guests

____ Send photos to Sherry English for Counselor/website/social media

3. List of Cincinnati Law Student Organizations

- Alternative Dispute Resolution Club
- American Constitution Society
- Asian Pacific Law Students Association
- Black Law Students Association
- Christian Legal Society
- Criminal Law Society
- Entrepreneurship Law Club
- Environmental Law Society
- Federal Bar Association
- Federalist Society
- First Generation Law Students
- Honor Council
- If/When/How: Lawyering for Reproductive Justice

- Juvenile Law Club
- Labor and Employment Law
- Latina/o Law Student Association
- Law Democrats
- Muslim Lawyers Society
- National Association of Public Defenders
- Out & Allies
- Phi Alpha Delta
- Republicans Law Students' Association
- Sports and Entertainment Law
- Student Ambassadors
- Student Bar Association
- Student Legal Education Committee
- Tenant Information Project
- Trial Practice Team
- UC Law Women
- Volunteer Income Tax Assistance

VII. Library

The Robert S. Marx Library serves the research and legal information needs of the College of Law. It "embraces the educational and scholarly missions of the University of Cincinnati College of Law by providing high quality access to information resources and by offering comprehensive information services to the college and its extended community." The library's namesake was the founder of the Disabled American Veterans. He was a graduate of Cincinnati Law School, a highly successful Cincinnati attorney, and a judge of the Cincinnati Superior Court. He also taught at the College of Law, and was an early proponent of skills training, having developed a course on "Facts" during the 1950's. He endowed the Marx Lecture Series, and his estate endowed the construction of a new library building in the early 1960's.

The Law Library provides 24/7 access to our law students and faculty. The Law Library strives to create innovative solutions to accommodate collection growth and diversity.

A. Reserving Study Space in the Law Library

The Cincinnati Law Library has reservable carrels that students can reserve for the academic year. Once a carrel is reserved, a reserved sign is placed on the carrel. There are also reservable study rooms (413A, 413B, the Flexible Learning Space and the Rare Book Room). One room reservation is permitted per student, per day, for a maximum of three hours. Check for room availability and make a reservation here: <http://guides.libraries.uc.edu/studyrooms>

B. Additional Study Spaces on Campus

The University of Cincinnati has multiple libraries available for quiet study on campus. Please see details below. Cincinnati Law students can use any of the University of Cincinnati campus libraries with their Bearcat ID. Additional information can be found at www.libraries.uc.edu. A map of UC libraries can be found here:

https://libraries.uc.edu/content/dam/libraries/images/libraries_map.png

Walter C. Langsam Library (known as UC's "main library") offers quiet study areas as well as multiple reservable group study rooms.

4th floor reservable study room locations can be found here:

<http://libraries.uc.edu/content/dam/libraries/docs/floorplan4.pdf>

5th floor quiet study areas and reservable study room locations are here:

<http://libraries.uc.edu/content/dam/libraries/docs/floorplan5.pdf>

6th floor quiet study areas and reservable study room locations are here:

<http://libraries.uc.edu/content/dam/libraries/docs/floorplan6.pdf>

For more information, visit the Langsam circulation desk, call 556-1424 or email a request here:

http://libapps.libraries.uc.edu/main/contact/circulation_question.php.

The **John Miller Burnam Classical Library** located in 417 Blegen (behind the law school) offers two group study rooms that may be used by UC students, 412 and 414A. These rooms may be reserved in person at the Classics Library, by phone at 556-1314 or by emailing the Classics Library Associate Cade Stevens at cade.stevens@uc.edu. Reservations are taken for Mondays through Fridays, from 8:00am-4:45pm. Scheduled time is limited to 2 hours unless special arrangements are made. You will pick up a key to your study room at the Classics circulation desk and you must show your Bearcat ID.

The **CCM Library** is located in 600 Blegen and offers a quiet study area and a group study room. For information, visit the CCM Library circulation desk, call 556-1970 or email the CCM Library Senior Librarian Paul Cauthen at paul.cauthen@uc.edu.

The **CECH (College of Education, Criminal Justice and Human Services) Library** is located in 400 Teachers College. The CECH Library brochure can be viewed here:

http://libraries.uc.edu/content/dam/libraries/cech/docs/CECHGuide_2013final.pdf There is a reservable group study room on the 4th floor, which can be reserved for 2 hour increments. For information, visit the CECH circulation desk, call 556-1430 or email Cheryl Ghosh, CECH Library Head Librarian, at cheryl.ghosh@uc.edu.

The **Chemistry-Biology Library** is in 503 Rieveschl Hall and offers quiet study space and individual study carrels, which are available on a first come first served basis.

The **DAAP (Design, Architecture, Art and Planning) Library** is located at 2600 Clifton Avenue and has four study rooms that can be reserved and used by UC students. The Seminar Room and the Eames Room are located on the 1st floor and can be reserved by calling 556-1335 or by visiting the DAAP Library front desk. The Special Collections and Fish Bowl Rooms are available on a first-come, first-serve basis. Weekly sign-up sheets are posted every Monday morning and are located outside each room's entrance. For more information, see: <http://libraries.uc.edu/daap/about/studyrooms.html>.

The **Geology-Mathematics-Physics Library** is in 240 Braunstein Hall. There is quiet study space available, as well as one group study room that students can reserve by visiting the circulation desk, by calling 556-1453 or by emailing Craig Person, Operations Manager for Science & Engineering Libraries, at craig.person@uc.edu.

VIII. Bar Exam

A. General Information

What is the Bar Exam?

Most states require you to pass a bar exam in order to be licensed to practice law in that state. The content of the bar exam varies by state, but in general bar exams are designed to test knowledge of legal concepts generally and the laws of the testing state specifically.

What's tested on the Bar Exam?

Most of our students take the Ohio bar exam after graduating from law school.

Many of our students decide to practice law outside Ohio. Each state has its own requirements for admittance to the state bar. Most states require a bar exam, although the content of the exam will vary from state to state.

Do I have to pass an Ethics Exam?

In order to practice law in Ohio you must also pass the Multistate Professional Responsibility Exam (MPRE). This is not part of the Ohio bar exam; it is a separate exam completely.

How can I get more information about Bar Exams?

The National Conference of Bar Examiners has published a [Comprehensive Guide to Bar Admissions](#). It contains helpful information about bar exams and admittance to the bar in Ohio and other states.

For more general information, visit the [National Conference of Bar examiners website](#). The [American Bar Association](#) also has information about admittance to the bar generally and bar exams in particular.

B. Bar Exam Information for J.D. Students

How do I prepare for the Bar Exam?

- Plan on taking five or more bar-tested courses after your first year of law school.
- While first-year coursework covers several core subjects of law, there are ten additional subjects tested on the Ohio bar exam. At a minimum, students should consider taking five of these courses during their second and third years of study.
- Consider a Commercial Bar Review Course

Many students take a commercial bar review course in the weeks leading up to the bar exam. These courses usually begin immediately after graduation. There are many commercial providers. The College of Law has not taken a position on the quality of these providers' services, nor does the College recommend one provider over another. We encourage you to compare the different providers and decide which is best for you.

Review for MBE and Ohio Essays

[BAR/BRI of Ohio](#)

[Kaplan](#)

[Themis](#)

Review for Ohio Essays only

[Essay Advantage](#)

Overview of the Ohio Bar

The Ohio Bar Exam is held every February and July, and it lasts two and one-half days. There are three parts to the exam:

- twelve essay questions
- the multiple choice Multistate Bar Exam
- the Multistate Performance Test.

Essays

There are six essay questions on the first day and six on the third day. The subjects tested are as follows:

- Business Associations
- Civil Procedure
- Commercial Transactions
- Constitutional Law
- Contracts
- Criminal Law
- Evidence
- Legal Ethics
- Property
- Torts
- Wills

Multistate Performance Test

Also on the first day the [Multistate Performance Test \(MPT\)](#) is administered. This is a test of practical legal knowledge. The test taker will be asked to accomplish a typical legal task using standardized materials.

Multistate Bar Exam

On the second day, the [Multistate Bar Exam \(MBE\)](#) is administered. The MBE is a six-hour, two-hundred question multiple-choice examination covering contracts, torts, constitutional law, criminal law, evidence, and real property.

Other Questions? Additional information about the Ohio Bar Exam can be found by following the links below.

- [Supreme Court of Ohio Office of Bar Admissions](#) (includes requirements for admission, applications, and exam questions since 1998)
- [Board of Commissioners on Character and Fitness](#)
- [Deadlines](#)

Bar Exam Resources for Other States

- [Florida Board of Bar Examination](#)
- [Illinois Board of Bar Admissions](#)
- [Indiana State Board of Bar Admissions](#)
- [Kentucky Office of Bar Admissions](#)
- [New York State Board of Bar Admissions](#)
- [State Bar of California](#)

Bar Examining Authorities

- [American Bar Association](#)
- [National Conference of Bar Examiners](#)
- [Multistate Bar Exam \(MBE\)](#)
- [Multistate Essay Exam \(MEE\)](#)
- [Multistate Professional Responsibility Exam \(MPRE\)](#)
- [Multistate Performance Test \(MPT\)](#)
- [State Bar Admissions Offices](#)

Character and Fitness

In addition to a bar examination, there are character, fitness, and other qualifications for admission to the bar in every U.S. jurisdiction. Applicants are encouraged to determine the requirements for any jurisdiction in which they intend to seek admission by contacting the jurisdiction. Addresses for all relevant agencies are available through the National Conference of Bar Examiners. You will also be asked to update your character and fitness disclosures to the law school you first made in your admissions application each semester when you register for classes.

C. How can LL.M. students take a Bar Exam?

Completion of the LL.M. program does not guarantee that you will be able to take a bar exam and practice law in the U.S. Each state sets its own requirements for eligibility, and admission to the bar in all states involves character, fitness and other qualifications. Some states have specific educational and documentation requirements that must be met by individuals who completed post-secondary education outside of the U.S. Applicants are strongly encouraged to determine what all of these requirements are in the state(s) in which they intend to practice by consulting the state bar authority and/or the website of the National Council of Bar Examiners at www.ncbex.org.

LL.M. students wishing to seek admission to practice law in Ohio are required to successfully complete 30 credit hours. Twenty credit hours must be taken from the following list of courses identified by the Ohio Supreme Court:

- Legal Research/Writing
- Business Associations
- Conflict of Laws
- Constitutional Law
- Contracts
- Criminal Law/Criminal Procedure
- Wills, Trusts and Estates
- Evidence
- Family Law

- Civil Procedure
- Federal Income Taxes
- Professional Responsibility/Legal Ethics
- Property (Real and Personal)
- Torts
- Uniform Commercial Code (Articles II, III & IX)

Please contact the Ohio Supreme Court for additional information and to determine whether your previous education in combination with the LL.M. program will be sufficient to apply to take the bar exam.

IX. Health and Wellness

It is not uncommon to experience situations that may interfere with students' ability to fully function to the best of their abilities. The University of Cincinnati College of Law recognizes that law students sometimes may need to talk confidentially with a counselor that can help provide some insight into particular issues or concerns.

A. Let's Talk

Let's Talk is a free program that provides drop-in consultation for University of Cincinnati students. No appointment is necessary. Students are seen on a first-come, first-served basis. Shane Gibbons, PhD, is at the College of Law, Room 207 on Wednesdays, from 1:00 – 3:00pm. Additional times and locations can be found at the Let's Talk web page.

Listed below is a list of resources for people who need help with any mental health or substance abuse issues. Please take advantage of the many resources available through any of the following organizations:

B. Ohio Lawyers Assistance Program

Call Now for Assistance
1-800-348-4343
(614) 586-0621

Although not yet lawyers, law students are still a part of the legal community, and therefore the [Ohio Lawyers Assistance Program](#) is here to provide help to law students with problems related to substance abuse, drug addiction, and mental health problems such as stress, anxiety, and depression.

While law school provides a great opportunity to study the legal profession, it can be a very stressful time due to the heavy workload, high expectations, competition, time commitment, financial debt, and competition for landing the right job.

Maintaining a balance between your workload and social life can be a challenging but necessary task to help avoid many of the pitfalls associated with law school, such as depression and anxiety. While moderate levels of stress can have a positive impact on performance, excessive and prolonged stress can negatively impact not only your schoolwork but also your social relationships.

The Ohio Lawyers Assistance Program is a safe place to turn for confidential assistance.

C. University of Cincinnati Counseling & Psychological Services (CAPS)

24 Hour Consultation Crisis Helpline (513) 556-0648

[CAPS](#) is committed to providing service and training opportunities that advance the academic and personal growth needs of students. CAPS seeks to encourage self-awareness, personal responsibility and healthy interpersonal relationships within a diverse environment.

Mission of the University of Cincinnati's Counseling and Psychological Services (UC CAPS)

To support the academic mission of the University by providing excellence in personal and academic counseling, promoting student safety, emotional growth, and academic success. We are committed to promoting understanding and respect for individual, cultural, and role differences.

Vision of the University of Cincinnati's Counseling and Psychological Services (UC CAPS)

CAPS aspires to be the best college mental health center, and a active partner in the student's academic success.

CAPS Values

Accessibility

We offer culturally sensitive services to individuals from diverse backgrounds and life experiences. As a multidisciplinary staff, we provide an array of services to best meet students' needs. Our clinical services are reasonable and affordable.

Community Outreach and Collaboration

We engage enthusiastically in university-wide efforts toward maximizing student success. We increase awareness of mental health and behavioral issues affecting students. We promote the use of our services through consulting to and training others.

Innovation and Creativity

We seek to anticipate and meet the changing needs of students. We remain aware of the needs and preferences of our students and our campus and adjust our procedures to most effectively reach the University of Cincinnati community.

Professionalism and Integrity

We provide high quality, confidential services in a safe and caring environment. We collaborate closely with one another. We strive to remain at the forefront of best practices through continuing education and other professional development activities.

D. University of Cincinnati Health Services

[University Health Services - University of Cincinnati College of Medicine](#) is the home of two campus health locations, a campus pharmacy, and the University of Cincinnati's Student Health Insurance.

Staff takes great care to assure that your personal health information is protected as required by FERPA and HIPAA. Additionally staff members have participated in Safe Zone Training and welcome all members of the University of Cincinnati community.

Registered students of the University of Cincinnati may be seen at University Health Services (UHS).

University Health Services accepts most insurance plans. All students are responsible for any charges not covered by their specific health insurance plan.

The medical staff consists of full-time and part-time board certified physicians and consultants in various specialties. The UHS nurse practitioners, nurses, medical assistants, X-ray technicians, and pharmacists are all licensed professionals.

Appointments are necessary to help decrease wait times for the patient. Same day appointments are offered based on availability. Appointments are always needed for well checks and specialty clinics. To avoid a no-show fee, students must call the UHS to cancel appointments at least 24 hours prior to the appointment.

E. University of Cincinnati Student Wellness Center

The [Student Wellness Center \(SWC\)](#) is located on the 6th floor of Steger Student Life Center, directly above Starbucks. The SWC offers an extensive collection of resources and information about various health and wellness topics, including but not limited to:

- alcohol
- body image
- financial wellness
- general health and wellness
- mental health
- nutrition and fitness
- sexual health
- stress management
- tobacco and drug use.

Students are encouraged to stop in during office hours (Monday-Friday, 9:00 a.m. - 5:00 p.m.) for questions and to pick up a variety of free health products. Certified Peer Educators are available to present programs to student organizations. The SWC also provides health awareness events on campus throughout the year. Contact the SWC at wellness.center@uc.edu or 513-556-6124.

F. Intramural Sports/University of Cincinnati Campus Recreation Center

Campus Recreation at the University of Cincinnati offers two state-of-the-art recreational [fitness facilities](#), including an indoor climbing wall, six-court gymnasium, pools, a suspended track, fitness machines, personal training, classes and nutrition coaching. Cincinnati Law students receive a free membership which is included in their campus life fee.

Students can also participate in one of the many [intramural sports](#) teams at the university, including softball, soccer, basketball, cornhole, tennis, volleyball, wollyball, flag football, dodgeball and more. All intramural team sports have a four-week regular season unless otherwise noted.

G. LawLifeline

The University of Cincinnati page on [LawLifeline](#) is full of information tailored to a law school student's emotional health needs and offers an online self evaluator that helps you learn how access resources from getting a mental health screening to visiting a counseling center.

X. Student Rights and Responsibilities

A. Student Complaints: Standard 510 Information

Standard 510:

[Standard 510](#) requires that the College provide a method by which students may file complaints regarding issues that implicate compliance with the American Bar Association Standards and Rules of Procedure for Approval of Law Schools.

Any student who wishes to bring to the College's attention a significant problem that directly implicates the College's compliance with the ABA Standards and Rules of Procedures for Approval of Law Schools is invited to submit it using the [online complaint form](#) or directly in writing to the Interim Dean, Verna Williams. The form provided below for submission of complaints is created so that the authors of the complaints cannot be identified unless the authors disclose their identities.

Example of Complaint that Implicates Compliance with the Standards:

If a student complained that his law school did not offer a class in Legal Ethics/Professional Responsibility, this could implicate the school's compliance with Standard 303(a)(1). However, a student's complaint about her grade in a Legal Ethics/Professional Responsibility class would not implicate the school's compliance with Standard 303(a)(1).

Procedure for Making a Complaint:

The complaint should describe the behavior, program, or process that potentially violates the Standards with enough information to permit the College to investigate. It should also explain how the behavior implicates the College's compliance with a particular ABA Standard. Although students are welcome to submit complaints anonymously, students who wish to receive a personal response should include contact information.

Procedure for Addressing a Complaint:

The Dean will review the complaints every week that the University of Cincinnati College of Law is open and will keep a log of them. She will ask the appropriate senior staff member with the most knowledge about the subject of the complaint to investigate it. The investigation shall be concluded within 30 days of the receipt of the complaint. If a longer period is needed for a full investigation, this will be noted in the log. At the conclusion of the investigation, any necessary remedial actions will be instituted, and a written response will be sent to the complainant.

Right to Appeal:

If the complainant believes that the response was inadequate, the student may file an appeal directly with Interim Dean Verna Williams or it can be sent to her using the [online complaint form](#). The appeal must be filed by the student within two weeks of the receipt of the response. The Dean will convene a subcommittee consisting of a faculty member, an administrator, and a

student to review the complaint, the response, and the student's appeal, and make a recommendation. She will then make a final decision on the matter.

Record Keeping:

All complaints, responses, appeals, and decisions submitted during the most recent accreditation period will be logged and maintained in a file in the Dean's office. The record will include the resolution of the complaint.

Other Types of Suggestions or Complaints:

The University of Cincinnati College of Law values input from students about their law school experience. Students who wish to make other types of complaints, suggestions, or provide other types of feedback are encouraged to discuss the matter directly with the faculty member, administrator, or staff person involved. Students are also welcome to discuss these matters in person or by email with Assistant Dean Staci Rucker who is located in room 200C or at staci.rucker@uc.edu. The representatives of the Student Legal Education Committee are also available to discuss these matters with students and provide feedback to members of the College administration. Students may contact the Student Legal Education Committee through their student organization mailbox.

B. Title IX

Title IX of the Education Amendments of 1972 is a federal civil rights law that prohibits discrimination on the basis of sex in the university's programs and activities. Sexual harassment, including sexual violence, and retaliation are forms of discrimination prohibited by Title IX.

The university does not tolerate sex discrimination, sexual harassment, or retaliation and takes steps to ensure that students, employees, and third parties are not subject to a hostile environment in university programs or activities. The university responds promptly and effectively to allegations of sex discrimination, including sexual harassment and retaliation. It promptly conducts investigations and takes appropriate action, including disciplinary action, against individuals found to have violated its policies, as well as provides appropriate remedies to complainants and the campus community. The university takes immediate action to end a hostile environment if one has been created, prevent its recurrence, and remedy the effects of any hostile environment on affected members of the campus community.

Vision

The vision of the University of Cincinnati's Title IX Office is to serve as a strategic partner promoting gender equity and inclusion at the University of Cincinnati.

Mission Statement

The mission of the University of Cincinnati's Title IX Office is to lead the university in creating and maintaining a community in which all persons may participate in University programs and activities regardless of their sex, sexual orientation, gender or gender identity and expression. The Title IX Office promotes that all persons can work, live, and learn at the university free of all forms of sex discrimination including harassment, exploitation, or intimidation.

Mandatory Reporters

All university employees, except those specifically designated as confidential resources ([CAPS](#), [Health Services](#), [the counseling services at Blue Ash and Clermont Colleges](#), and [On-Campus Women Helping Women Advocates](#)), must report to the Title IX Coordinator any incidents of possible sexual harassment, sex discrimination, or retaliation on campus of which they are aware. Reports must be made within 24 hours using the [online reporting form](#) or to the Title IX Coordinator or a Deputy using the contact information provided above. University employees who are responsible for reporting possible sex discrimination, sexual harassment, and retaliation include all faculty, administrators, staff, residence coordinators, and residence advisors.

Ohio law requires that any person learning of a felony report the crime to the police. All university employees must report a felony of which they are aware to the University of Cincinnati Police Department (exceptions to this are employees of the Counseling Center and University Health Services). Questions regarding identifying felony behavior can be directed to the Office of General Counsel or the University of Cincinnati Police Department. For a list of reportable offenses, please see the [sexual offenses and related crimes chart](#).

Contacts for More Information

The university has designated the following individual to coordinate compliance with Title IX and handle inquiries regarding the university's policies that prohibit discrimination on the basis of sex:

Karla Phillips, Interim Title IX Coordinator
3115 Edwards 1, 3rd floor
45 Corry Blvd
Cincinnati, OH 45221

Office: (513) 556-3349
Fax: (513) 556-6587
Email: karla.phillips@uc.edu or titleix@uc.edu

Cincinnati Law's Assistant Dean for Academic Affairs, Student Affairs and Diversity is the Title IX liaison for the law school.

For more information, please visit the University of Cincinnati's Title IX [webpage](#).

C. Bias Incident Response Team

The University of Cincinnati's Bias Incident Response Team assists the university community in addressing actions committed against people, property, and identifiable groups that are motivated by a bias against race, ethnicity, gender, gender identity and expression, religion, sexual orientation, national origin, age, physical ability, disability, or any other type of bias.

The purpose of the team is to review reports of incidents involving students and employees and recommend an appropriate response (investigation/communication). The team supports those who are targeted by referring them to available campus resources. Where the team suspects there may be criminal activity, they will report it to University of Cincinnati Police Department and notify General Counsel which serves in an advisory capacity. The team may confer with the Student of Concern Committee to determine if the offended or perpetrator (if known) has been previously identified. If the nature of the incident rises to the level of a hate crime, it will be referred to the University of Cincinnati Police Department and Threat Assessment Group.

We encourage members of our university community to report bias incidents as soon as they occur. Reports may be made by phone or online. In both cases, the estimated reporting time is 15 minutes in order to get as many details as possible.

Please select the appropriate category below to make your report.

If the offender is an EMPLOYEE (Faculty or Staff), please complete the [online form](#) or call 1-800-889-1547.

UC has selected Navex Global/EthicsPoint to provide you with a simple, anonymous way to report activities that may involve illegal, unethical or inappropriate behavior in violation of UC policies.

If the offender is a STUDENT, please complete the [online form](#) or call 513-556-6814. Formal complaints alleging a violation of the Student Code of Conduct by a student are not anonymous.