



Boston University School of Law

JD Student Handbook

Effective August 27, 2026

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J.D. Student Handbook

Every student in the JD program at Boston University School of Law is responsible for understanding the content of the JD Student Handbook. This contains the key rules and regulations that govern your program of study, as well as general information that can be helpful. This Handbook is a collaboration of the administrative offices at Boston University School of Law. Information in this publication is subject to change. Boston University School of Law Academic Regulations and Disciplinary Regulations are approved by a vote of the Boston University School of Law faculty.

The most current version of the JD handbook can always be found at:
<https://www.bu.edu/law/current-students/jd-student-resources/jd-student-handbook/>.

I. STUDENT SERVICES

1. Academic Advising Information

Academic Engagement, Law Suite 503, 617-353-3127

For general academic advising questions, consult the Academic Advising website at <https://www.bu.edu/law/about/offices/registrar/academic-advising/>. This site summarizes academic requirements after the first year; identifies BU Law programs in which you may want to participate; and lists full-time faculty, courses, and seminars by subject matter. All 1L students are partnered with a Faculty Match advisor to facilitate students' transition into BU Law and their course selection. Questions about degree requirements should be directed to the Registrar's Office, 617-353-3115, lawreg@bu.edu. Questions about dual degrees and general questions about academic advising should be directed to Associate Dean Muir at 617-353-3127 or gmmuir@bu.edu. Questions about Faculty Matches should be directed to Professor Donweber at 617-353-8854 or donweber@bu.edu. Questions about career advising or alumni advising should be directed to the Career Development Office at lawcdo@bu.edu.

2. Academic Media Services

Law Suite 504; 617-353-3162; lawav@bu.edu; M-Th 8:00 A.M.- 9:00 P.M. / F 8:00 A.M.-5:00 P.M. <https://www.bu.edu/law/about/offices/academic-media-services/>

Multimedia services are available for School of Law classes, registered student organizations, guest speakers, and more. To receive support, an event must be sponsored by the Law school community, fall within our normal operational hours, and occur in the Law Complex. Requests that do not meet these requirements may be supported after further consideration by the Law AMS department supervisor.

Classes will be recorded and posted to the Blackboard course page by default unless otherwise requested by the instructor. Students will need a Kerberos login and password to view the recordings. If a faculty member or presenter does not post their recordings to Blackboard, their syllabus will instruct students on permissions needed to view any recordings.

3. Academic Records and Forms/Transcripts

Registrar's Office, Law Suite 502; 617-353-3115; lawreg@bu.edu

As keeper of student records, the BU Law Registrar's Office organizes and processes matters concerning registration, class and examination schedules, grades, and degrees. All requests for transcripts, certification of attendance forms, bar certification forms, and loan deferment forms should be directed here. Requests for official printed transcripts should be submitted via Parchment (accessible through the Student Portal). Official electronic transcripts must be ordered through Parchment and are delivered to any valid email address via secure certified PDF.

For more information: <https://www.bu.edu/law/about/offices/registrar/transcript-orders/>.

4. Additional Advising, Counseling, and Mentoring Services

Associate Dean for Academic Engagement Gerry Muir, Assistant Dean for Student Affairs Jill Collins, and Director for Academic Enrichment Professor Lisa Freudenheim are available to meet with students to discuss academic or personal issues. They can provide information on counseling or other resources, and Dean Muir can offer advice related to course selection, scheduling, and other academic questions. Direct questions about the First-Year Alumni/Student Mentoring Program to the Career Development Office (Suite 902, lawcdo@bu.edu). Questions about the Faculty Match program should be directed to Professor Steve Donweber (Suite 1604, donweber@bu.edu). For mental health counseling, contact the BU Student Health Services Counseling & Psychiatric Services (CAPS) at (617-353-3569). Additional counseling resources include the BU Daniels Institute (617-353-3047), the BU Sexual Assault Response & Prevention Center (617-353- 7277), and Massachusetts Lawyers Concerned for Lawyers (LCL), a free, confidential service for the MA legal community (1-800-LCL-0210).

5. Career Development and Public Service, Office of

Law Suite 902; 617-353-3141; lawcdo@bu.edu; www.bu.edu/law/current-students/career-development/

The Office of Career Development and Public Service (CDO) partners with students and employers to ensure that our students are well-informed about and optimally positioned to pursue summer, part-time, and permanent employment across all employment sectors, whether in private practice, with government and public interest organizations, as judicial clerks, or in business and alternative careers.

Programs: Throughout the academic year, the CDO runs targeted programs, designed to educate students about various practice settings and practice areas, develop their job search skills, and provide networking opportunities with practicing attorneys. These include résumé writing and interviewing skills clinics, networking and employer research sessions, panels of practicing attorneys in varied practice areas, one-on-one advising by BU Law alumni with students, and informational sessions on fellowships, government honors programs, and state and federal judicial clerkships.

Resources: All the CDO Advisors are attorneys, and each is available for individual advising appointments with students, to assist students in crafting an effective career

exploration and job search strategy. Appointments can be made by calling the CDO at the number above, or through students' profiles on [CareerHub](#), our online employment portal. The CDO has an extensive collection of career-related materials, many of which are accessible on CareerHub. Specific job postings are also available on CareerHub.

Recruiting Programs/Job Resources: The CDO sponsors robust on and off-campus recruiting programs, bringing our students direct access to hundreds of employers both in Boston and in other locations such as New York, Washington, DC, Chicago, San Francisco, Los Angeles, Miami, and Philadelphia, as well as Public Interest and Government job fairs, and specialized intellectual property job fairs. BU Law also participates in several regional diversity interview programs. Numerous employers also conduct resume collections for positions via the CDO.

Pro Bono Program: The CDO also houses the Law School's Pro Bono Program. JD students are encouraged to pledge to contribute a minimum of 50 hours of unpaid, not for academic credit pro bono work prior to graduation. The Pro Bono Program also hosts annual events for students, faculty, and alumni. For more information, email probono@bu.edu or see <https://www.bu.edu/law/about/offices/career-development-public-service/pro-bono/>.

6. Communication and Information

E-mail is the official method of communication at BU Law. Announcements, events, and key academic requirements will be communicated by e-mail. The Registrar's Office will utilize the bulletin boards outside of Suite 101 and outside of Suite 502 (the Registrar's Office) to post weekly class schedules and other important information about classes and registration.

All other boards are available for postings that meet Boston University requirements for free expression boards. All flyers that are past the advertised dates or missing dates are cleared on Friday afternoons.

For information about activities at BU Law, students may refer to weekly digest emails sent by Student Affairs (On the Docket) on Fridays, by the Career Development Office on Tuesdays, and by the Student Government Association (SGA Monday Morning Email) on Mondays. Students may also refer to bulletin boards, electronic signage, websites, and social media for promotions.

News & Events: Students are encouraged to visit the BU Law's website regularly for information about upcoming events and general news about the law school. Events at the law school that are open to the BU Law community and the public are often listed at bu.edu/law/events-calendar. For events that are primarily for the BU Law community, students, faculty and staff may login to the BU Law Docket (<https://lawdocket.bu.edu/>) to view the events listings. News and stories about students, faculty, and alumni are published through BU Law's magazine *The Record*, <https://www.bu.edu/law/news-stories>. Story ideas may be emailed to lawcomm@bu.edu.

BU Law Briefs: Students receive BU Law's monthly e-newsletter for current students, faculty, and staff. It contains law school news, announcements, and featured events.

Social Media: Information is also available via BU Law's various social media channels, which include:

Facebook: <https://www.facebook.com/BostonUniversitySchoolofLaw/>

Instagram: @bostonuniversitieschool of law

LinkedIn: <https://www.linkedin.com/school/boston-university-school-of-law/>

X (formerly Twitter): @BU_Law

Bluesky: @bulaw.bsky.social

YouTube: BULawVideo

Logos & Branding for Student Groups: For the latest guidance on logos and branding for student organizations, students should refer to the Student Organization Manual, available in the resources provided in the Docket, or contact Student Affairs at laworgs@bu.edu.

Digital Screens: Student groups interested in advertising on digital screens should refer to the Student Organization Manual, available in the resources provided in the Docket.

7. Computer Resources and E-Mail

Suite 336 is an instructional classroom and may be used for computing when classes are not being held. Additional computers for student use are available in the Pappas Reading Room on the second floor of the Law Library. All computers have Microsoft Office, Adobe Professional, Zotero, and other software supporting law school study.

MyPrint printers are located on the third floor in Suites 325 and 334. MyPrint assistance is available from BU Information Systems & Technology group, who are trained to answer questions about networked computers and printing options while providing limited support with laptop configuration for printing and connection to the BU wireless network. Their office is on the fifth floor.

Printing: All computer areas and the wireless network are connected to the MyPrint system. MyPrint quotas can be used to print to one of the high-capacity printers on the third floor, as well as printers on the first floor of Mugar Library. Law students are given a quota of 500 B&W sheets per semester. Color printing and printing beyond the assigned quota may be purchased with BU Convenience points. Information regarding the MyPrint service can be found at <https://www.bu.edu/tech/services/cccs/printing/myprint/>

Scanning: There are self-service scanners on all three levels of the Law Libraries. For more information on scanners and scanning services, see the Law Libraries website: <https://www.bu.edu/law/libraries/using-the-library/equipment/>.

E-mail and Internet Services: Students are granted free access to e-mail and Internet services. You must use your BU login and password to access **network resources** on campus, including e-mail, eduroam, MyBU Student, Docket, and Blackboard Learn (<http://learn.bu.edu/>)

Your BU account provides 15 GB of storage through Google Drive that can be used for

emails and files. For information on configuring your BU Google mail on a mobile device, go to: <http://www.bu.edu/tech/comm/email/google/clients>. Your BU account provides a generous amount of storage through Google Drive that can be used for emails and files. Be aware that once you leave BU, you will lose access to your Google Drive files.

General Computer Support and Assistance: BU's Information Services & Technology department provides centralized technical support to the BU community through the IT Help Center at Mugar Library. Limited support is also available at the Law IS&T Help Desk in Suite 504, Mon. – Fri., 9:00 A.M. – 5:00 P.M. Questions can be submitted to the IT Help Center through the Help button at <http://www.bu.edu/tech> (TechWeb), by email to ithelp@bu.edu, or by calling 617-353-HELP (4357). TechWeb provides detailed information about all supported services, including account support, e-mail and Internet access, support for Microsoft Windows, Mac OS, and UNIX, virus and spyware removal, hardware repair, computer and software sales, and software training. Assistance connecting to BU services and advice offered by the IT Help Center are free. Hardware repair and application installation are offered at 179 Amory St. for a nominal fee.

Major Printing & Copy Jobs: Students should use FedEx Office BU for all major print and copy jobs. You can place your order online and pick it up when it is ready. FedEx Office BU, 115 Cummington St.; 617-358-COPY (2679); fedexkinkos@bu.edu.

8. Disability and Access Services

BU Office of Disability & Access Services, 25 Buick Street, Suite 300; 617-353-3658 (Voice/TTY); <http://www.bu.edu/disability>; access@bu.edu.

Students seeking accommodations due to a disability must first contact the BU Office of Disability & Access Services. Students must provide documentation regarding their disability. Disability & Access Services can explain the BU guidelines to which this documentation must conform. After reviewing the documentation, Disability & Access Services may recommend accommodations. Such recommendations must be reviewed and approved by the BU Law Dean or Dean's designate, Associate Dean Muir.

Please note that Disability & Access Services requires several weeks to complete its review, and BU Law cannot provide disability accommodations without a recommendation from Disability & Access Services. Accordingly, students seeking accommodations should start the process as soon as possible. Do not wait until exam period. For more information, see Associate Dean Muir, Suite 503 or 617-353-3127.

9. Exams on Laptops

The Law School allows students to take in-class exams on their laptops if the laptop meets required specifications and if you download the exam software and register the software license before exams begin. Laptop requirements and registration deadlines are updated each semester on the BU Law website at <https://www.bu.edu/law/about/offices/registrar/exam-information/examsoft/>.

Students must follow the Law Registrar's instructions to ensure their ability to take exams on their laptops. Failure to review instructions regarding updates to the software or minimum laptop requirements can result in students having to handwrite their exams.

10. Family Services

Parental Supports. Law students who are parents, as well as law students who are becoming parents, are invited to make an appointment with Assistant Dean for Student Affairs/Deputy Title IX Coordinator Jill Collins to discuss the student's specific situation. Potential parental supports include class or exam schedule modifications, access accommodations as approved by the BU Equal Opportunity Office, or other individual equipment supplements, will be considered on a case-by-case basis. Modification to one's class or exam schedule may require the approval of the Academic Standards Committee.

Lactation Room. Students seeking a private space to express breastmilk are invited to check-in with the Student Affairs Office (Suite 401, (617-358-1800), studaff@bu.edu), who will arrange access to the sixth-floor Lactation Room. Upon coordinating with Student Affairs, the lactation room space is available to students, faculty, and staff during regular building hours.

Office of Family Resources, 10 Lenox St., Brookline, MA 02446; 617-353-3413; chldcntr@bu.edu or <https://www.bu.edu/childrens-center/family-resources/>. The Office of Family Resources is committed to helping families manage the challenges of work life and family life. The office provides many resources and services to support families of the Boston University community, such as a referral service and resource materials for parents seeking childcare, educational programs, school vacation programs and summer camps for children in kindergarten through fourth grade, and elder care resource materials.

Children's Center, 10 Lenox Street, Brookline; 617-353-3413; <https://www.bu.edu/family/new-childrens-center/>; chldcntr@bu.edu. For members of the BU community, the Children's Center provides a full-time childcare program for children infants through five years. The Center is open from 8:00 A.M. to 6:00 P.M. For information regarding programs, charges, applications, and eligibility contact the Center.

Law Student Affairs Office, Law Suite 401; 617-358-1800; or www.bu.edu/law/about/offices/student-affairs-office/.

11. Law Financial Aid Office

765 Commonwealth, Law Suite 1202K; 617-353-3160; bulawaid@bu.edu

The Law Financial Aid Office helps students navigate the complexities of financing their legal education. The office provides information on BU Law scholarships, federal and private loans, Federal Work-Study, outside scholarships, and is a resource to assist students with resolving issues regarding their tuition payments. The office also administers BU Law's Loan Repayment Assistance Program (LRAP) for alumni employed in public interest law positions.

The staff provides one-on-one counseling to help students plan their loan repayment based on their personal career goals. The Law Financial Aid Office is available to students throughout their time at BU Law and after graduation. Students are welcome to call, email, or stop by; appointments are not necessary.

12. Food

McCausland Commons (Law, 2nd Floor): McCausland Commons offers shared refrigerators, microwaves and a hot water dispenser. Vending options are also available.

BU food services near BU Law: There are a variety of BU dining options in the BU Central area. For more information about these options, including hours of operation, please see www.bu.edu/dining.

13. All-Gender Bathrooms

Single-stall, handicap-accessible all-gender-inclusive bathrooms are available on several floors, including floors 1, M, 2, 4, 5, 12, and 13 of the Law Complex. All members of the BU community are welcome to use the bathrooms with which they identify as applicable to themselves. Questions about the gender-inclusive bathrooms and other gender-inclusive policies at Boston University should be directed to Student Affairs at 617-358-1800 or studaff@bu.edu.

14. Good Standing, Letters of

Contact the Law Registrar's Office (Suite 502, lawreg@bu.edu) for information about how to request Letters of Good Standing. Please note that BU Law cannot send out general letters of good standing. Letters must be addressed to a specific individual, office/title, and/or school. See <https://www.bu.edu/law/about/offices/registrar/student-records/> for more information.

15. Health, Counseling and Fitness Services

Student Health Services (SHS), 881 Commonwealth Ave.; 617-353-3575; www.bu.edu/shs. Student Health Services (SHS) is a center designed to help meet your health care needs while at Boston University. SHS departments currently include Primary Care, Athletic Training, Health Promotion & Prevention, Survivor Advocacy, Response & Prevention (SARP), and Counseling & Psychiatric Services (CAPS). They are here to help address your immediate and ongoing health care needs. If you are enrolled as a full-time student (regardless of insurance) or a part-time student with the Aetna Student Health plan, you are eligible for care at Student Health Services. All services are confidential. NOTE: Students are financially responsible for services outside SHS and not covered by insurance.

Primary Care Clinic, 617-353-3575. The Medical Clinic has a staff of expert clinicians to meet your medical needs in a caring and confidential environment. Please call Student Health Services to make an appointment or for information on walk-in hours for urgent care needs. Appointments can also be made online using Patient Connect: <https://www.bu.edu/shs/patient-connect-portal/>.

Counseling & Psychiatric Services (CAPS) (all year), 617-353-3569, Psychiatrists, psychologists, clinical nurse specialists, licensed mental health clinicians, and licensed clinical social workers, are available to address the many psychological and adjustment issues that arise in a university community. When longer-term care is needed, the CAPS

will facilitate referrals to expert clinicians in the local community. For mental health emergencies, call 617-353-3569. For immediate safety concerns, contact BUPD at 617-353-2121.

Survivor Advocacy, Response & Prevention (SARP) 930 Commonwealth Ave., First Floor: 617-353-SARP (7277). SARP provides rapid, confidential, compassionate, supportive, and free-of-charge advocacy and assistance to BU students who have experienced a traumatic incident. This includes, but is not limited to, sexual assault, physical assault, interpersonal violence, and other crimes. For emergencies related to interpersonal violence, sexual violence or trauma related to other crimes, call 617-353-SARP (7277) to speak with a crisis counselor.

The Danielsen Institute, 185 Bay State Rd.; 617-353-3047; www.bu.edu/danielsen;daninst@bu.edu. The Danielsen Institute is a licensed mental health clinic. The Institute provides counseling services for individuals, partners/couples, families and groups, as well as consultation and neuropsychological, psychological, and learning disability testing. Most types of insurance are accepted, including those offered to BU students. The Institute also offers a sliding-fee scale for clients whose insurance will not pay for treatment.

Lawyers Concerned for Lawyers (LCL), 31 Milk St., Boston; 617-482-9600; www.lclma.org. LCL provides free, confidential services to Massachusetts judges, lawyers, and law students. Their counselors can help with a wide range of issues affecting law students, including stress; performance anxiety; depression; career concerns; questions regarding bar application character and fitness disclosures; gambling; drug and alcohol problems; financial distress; family issues. LCL also has a Law Office Management Assistance director, who provides services to those who may start their own law practice.

Office of Student Affairs, Suite 401; 617-358-1800; studaff@bu.edu. Student Affairs Office staff are always available to meet with students to discuss any personal concerns.

16. Housing

Housing Information for Law Students. For housing resources, please see: <https://www.bu.edu/law/admissions-aid/jd-admissions/jd-first-year-students/housing/>.

17. Howard Thurman Center

Fuller Building, 808 Commonwealth Ave.; 617-353-4745 www.bu.edu/thurman;thurman@bu.edu

The Thurman Center is Boston University's cultural hub, and, unlike many colleges and universities that have separate Centers based on race, Boston University's Howard Thurman Center does not. The Thurman Center is intentionally inclusive and emphasizes the importance of stepping outside your comfort zone to build relationships and share experiences with others. The Thurman Center is a place where cultural expression in all of its forms is embraced and encouraged. Visit their website to learn more about their regular programming and special events.

18. International Students and Scholars Office (ISSO)

888 Commonwealth Ave., 2nd Floor; 617-353-3565; www.bu.edu/isso; isso@bu.edu

The International Students and Scholars Office (ISSO) assists with visa and immigration documents to facilitate BU study or employment. In addition, the ISSO provides advising and support services to help international students and scholars adjust to life on campus and in the community. All international students must check in with the ISSO before beginning law study.

19. Library

Samuel M. Fineman Law Library and Pappas Law Library; 617-353-3151;
<http://www.bu.edu/lawlibrary/>

The Fineman and Pappas Law Libraries staff provide law students with in-depth research services, access to library resources, and many individual and collaborative study spaces. The law libraries are located on the Mezzanine, 2nd, and 3rd floors of the law complex and contain a variety of BU community and law only study spaces, in addition to our robust print collections. We maintain three types of study zones to accommodate student needs: Collaborative, Considerate, and Silent. Each library space is labeled with signage so users can locate the best space to meet their needs. For more information visit: <https://www.bu.edu/law/libraries/using-the-library/study-spaces/>. To view and navigate our spaces, visit our interactive floorplans: <https://bulaw.stackmap.com/explore/>.

“Judicious” food consumption is allowed in the library. Use good judgment, be respectful of others, and do not consume hot, noisy, strong-smelling, or messy foods in any area of the law library. Beverages are allowed in library spaces, as long as they are in a covered container. Please discard all wrappers and empty containers, clean up after yourself, and report any food or beverage spills to library staff.

For a complete list of our **hours** and **policies** visit the law library website at: <http://www.bu.edu/law/libraries/using-the-library/>.

Course Reserves & Study Aids

The library maintains at least one copy of all required texts for law school courses in our Course Reserve section, with the exception of statutory or regulatory supplements. All major study aids (Hornbooks, Nutshells, Examples & Explanations, etc.) are available on reserve and most published by West Academic, LexisNexis, and Wolters Kluwer are also available online. For help locating study aids, visit: <https://www.bu.edu/law/libraries/using-the-library/study-aids/>. To ensure equal access for all students, these materials have a three-hour checkout period, with up to 2 renewals, as long as no one else is waiting for them. Borrowing privileges may be suspended when items become excessively overdue and will not be reinstated until the account is returned to good standing.

Group Study Rooms

Group study rooms are available on the Mezzanine, 2nd, 3rd, and 4th floors and can be reserved for up to 2 hours per day. When not in use, rooms are available on a first-come,

first-serve basis. For more information or to reserve a room, visit the law library website: <https://www.bu.edu/law/libraries/using-the-library/group-study-rooms/>

Research

Legal Information Librarians are available for assistance with research papers, research questions, bluebook assistance and general information needs: <https://www.bu.edu/law/libraries/research/research-assistance/>. They also teach research skills: <https://www.bu.edu/law/libraries/research/legal-research-classes/>.

Website

The law library's website, <http://www.bu.edu/law/libraries> includes information on library hours, library policies and services, research training, collections and databases, and subject-specific research guides.

20. Lockers

Student lockers are throughout the Law Complex. Generally, the first number of your locker indicates the floor on which your locker is located. First year JD students receive locker assignments by email by Orientation. All JD students keep their lockers for the academic year but must clear them out over the summer term. For concerns or questions about lockers, please go to the Student Affairs Office, Law Suite 401 or email studaff@bu.edu. (LL.M. students should see the director of their respective program about locker assignments).

Note: BU Law cannot be responsible for lost or stolen items. Some renters' insurance may cover stolen items.

21. Lounges

Law Student Quiet Study Lounge (Law Suite 406): This quiet study space is allocated for law students to have quiet study, with a variety of seating options. Access requires a law student ID.

Law Student Social Lounge (Law Suite 405): The social lounge has a refrigerator and microwave, as well as a ping pong table and air hockey table. Access requires a law student ID.

22. Mail

Stamped mail or internal mail may be left in the Registrar's Office, Suite 502.

23. Meditation Space

Law Suite 509

Meditation and prayer space for quiet reflection. Available by swipe access for the Law community only. Please direct any questions about access to Student Affairs (Suite 401).

24. Notary Services

Notary services are available in the Registrar's Office (Suite 502), the Graduate and International Programs Office (Suite 804), the Dean's Office (Suite 1102), and the Clinical & Experiential Programs Office (Suite 1304).

25. Office Directory

A complete list of the Law School's administrative offices, including contact information and locations, is available at <https://www.bu.edu/law/about/offices/>.

26. Parking (BU Transportation Services)

1019 Commonwealth Avenue; 617-353-2160; <https://www.bu.edu/transportation/parking/>

Students who choose to drive must register for a parking permit to park in Boston University lots or garages. Eligible students may review the various parking permit options and apply for a parking permit at <https://www.bu.edu/transportation/parking/charles-river-campus-parking/crc-student-parking-permits/>.

On-campus parking is very limited, and students are encouraged not to bring vehicles to campus unless it is absolutely necessary. Transportation Services provides many additional transportation options, including online ride-matching and ride-sharing programs <https://www.bu.edu/transportation/resources/gomasscommute/>. On-campus shared vehicles are also available through the University's partnership with Zipcar (www.zipcar.com/bu). Please see <https://www.bu.edu/transportation/students/> for additional details.

27. Public Transportation

MBTA: The Massachusetts Bay Transportation Authority (MBTA aka the "T") provides transportation via subway, trolley, bus, commuter rail and boat. For more information on all MBTA services and fares, visit www.mbta.com or call 617-222-3200.

The MBTA offers discounted monthly passes via their Student Semester Pass Program. Full-time registered students can sign up for the Student Semester Pass Program <https://www.bu.edu/transportation/public-transit/student-mbta-options/>.

The BUS: Transportation Services also administers the Boston University Shuttle (The BUS), a free intra-campus bus serving both the Charles River, Fenway, and Medical campus. The BUS stops at various locations around both campuses including Marsh Plaza, which is a short walk from the Law Complex. Simply flash your Terrier Card and let the BUS transport you to your destination. For schedule and service information, visit the BUS website at www.bu.edu/thebus or download the Terrier Transit app from <https://www.bu.edu/transportation/resources/terrier-transit/>.

Biking: Bike registration is available online through BU's Bicycle Safety website, <https://www.bu.edu/transportation/bicycling/>. BU Law has a private bike room and bike repair station in the basement of the Law Tower. Showers are available in the basement.

Rideshare. Several rideshare and taxi companies operate in the Boston area, including Uber, Lyft, Bay State Taxi, Boston Cab, and Town Taxi.

Zipcar: Boston University students can join Zipcar. Join Zipcar and get access to all of their cars 24/7. Drive by the hour or the day. Your hourly rate includes gas, insurance, and reserved parking. Simply reserve online, let yourself in with your Zipcard and drive away. Students pay no application fee, no monthly minimum, and no membership deposit. You only need to be 21+ to join. For more information on Zipcar at BU, visit <https://www.zipcar.com/universities/boston-university>.

28. Recreation

George Sherman Union (GSU); www.bu.edu/dos. GSU facilities include: **Operations Desk**, 2nd Floor, 617-353-5498. The Student Activities and Operations Desk provides information about BU, offices, services, locations, and events. Campus maps are available. The Desk is open Monday-Saturday from 9am to 5pm.

Agganis Arena, 925 Commonwealth Ave, www.agganisarena.com; 617-353-GOBU. Agganis Arena is Boston University's state-of-the-art, multi-purpose sports and entertainment center. It is home to the nationally recognized BU men's ice hockey program and also hosts men's and women's basketball and women's ice hockey games each season. BU students with a sports pass have access to free tickets for all Terrier athletic events and students without a sports pass receive discounted rates for Terrier athletics events. For more information about student tickets go to www.agganisarena.com/events/terriers. The arena also hosts concerts, family shows, and other sporting events throughout the year.

Fitness and Recreation Center, www.bu.edu/fitrec; 617-353-2748. The 270,000 square foot, state-of-the-art Fitness and Recreation Center is located at 915 Commonwealth Ave. Full time, enrolled BU students have automatic access to the facility with their Terrier Cards. Memberships are available for part-time students, faculty/staff, alumni, and spouses/dependents of all these groups. Additionally, the Department of Physical Education, Recreation and Dance offers for-credit and noncredit classes, intramural sports, and events available to the BU Law community. For FitRec membership information and information about classes and events, visit www.bu.edu/fitrec.

29. Transcripts (see “Academic Records and Forms,” above)

30. Travel, Long Distance: Trains, Buses, and Airport Services

Trains. Amtrak (www.amtrak.com) operates out of South and Back Bay Stations. The former is on the T's Red Line; the latter is two blocks south of the Green Line Copley station.

Buses. Buses depart from the transportation center at South Station (Red Line).

Airport. Boston's Logan International Airport serves most major airlines. For a list of airlines, with phone and website information, see <https://www.massport.com/logan->

[airport/flights/airlines](#). For general airport information, see <https://www.massport.com/logan-airport>. Transportation to Logan is best by Uber, Lyft, or the T.

31. Veterans & Military Services, BU Office of

881 Commonwealth Ave. (5th fl.); 617-353-3678; veterans@bu.edu;
<https://www.bu.edu/veterans/>

In cooperation with the Veterans Administration (VA), the University participates in several veterans' benefits programs, including educational assistance and vocational rehabilitation. Any student eligible for veterans' benefits or who would like more information about VA rules and veterans' programs should contact the office.

32. Resident Assistantships, Office of Residence Life

25 Buick Street (1st fl.); 617-353-4380; <http://www.bu.edu/reslife/>

Students interested in being a BU Housing Resident Assistant should contact this office.

33. Student Identification Cards

Terrier Card Office, 25 Buick St.; 617-353-9966; tco@bu.edu

All BU students are issued student ID cards ("Terrier Cards") after they submit and receive approval for their photo. First-year students who complete this process by published deadlines will receive ID cards at Orientation. Once classes begin, students must work directly with the Terrier Card Office (617-353-9966) to obtain and/or replace their Terrier Card. A fee of \$40 is charged to replace lost, damaged, or stolen cards.
<https://www.bu.edu/dos/policies/lifebook/terrier-card-university-id/>.

II. ACADEMIC PROGRAM INFORMATION

Students should consult the current BU Law Academic and Disciplinary Regulations, which appear in subsequent sections of this handbook and on the BU Law website. Below is additional information about BU Law academic programs.

1. Technical Standards

J.D. graduates of Boston University School of Law must have a predictable level of competence across the range of knowledge and skills generally expected of lawyers. This allows clients, licensing and credentialing authorities, and other interested parties to rely on these competencies. The American Bar Association and state bar associations require some of these competencies; others come from widespread industry practice and expectations. In order to achieve these competencies, students must *enter* the Boston University School of Law able to do various functions, either with or without reasonable accommodation, and must maintain these abilities throughout law school in order to graduate. These functions, known as *technical standards*, are listed below.

Boston University is committed to providing reasonable accommodation for students with disabilities who cannot satisfy these technical standards without accommodation. However, students should be aware that:

- 1) Technical Standards are not waivable. If a student cannot meet these requirements with or without reasonable accommodation, then a student will not be able to enroll or complete the J.D. program and graduate.
- 2) Boston University adheres to a formal reasonable accommodation process through the Office of Disability & Access Services (DAS). Reasonable accommodations are reviewed on a case-by-case basis through an interactive process between the student and DAS, in accordance with these technical standards. Accommodations are deemed unreasonable if they fundamentally alter an essential academic requirement that is necessary to the J.D. curriculum. This includes competence, knowledge, and general lawyering skills inside the classroom and in the practical environment. In those cases, the request for accommodations may be denied.
- 3) Because of the specialized skills involved in the practice of law, accommodations that were available and adequate in high school, undergraduate study, and/or in standardized testing may not be appropriate, adequate, or reasonable when applied to law study at Boston University.
- 4) The J.D. program at Boston University is a full-time program. This typically requires a credit load of approximately 15 credit hours, which translates to forty or more hours of work per week in class and outside of class.
- 5) After reviewing the Technical Standards, prospective students who anticipate the need for reasonable accommodation or who are unsure as to whether they can satisfy the requirements of the program even with reasonable accommodation must contact the Office of DAS. This contact must take place prior to matriculating to determine whether reasonable accommodations can be provided. If, at any point, a current

student experiences or anticipates a need for reasonable accommodation, that student must contact the Office of DAS in a timely manner to determine whether reasonable accommodations can be provided.

Description of Technical Standards

Technical Standards are not waivable. If a student cannot meet these requirements with or without reasonable accommodation, they will not be able to enroll or complete the J.D. program and graduate.

Intellectual and Conceptual Skills

Students must independently be able to learn to research, solve problems, apply concepts, and think critically, such that they can engage with materials and satisfy course requirements.

Time Management Skills

Students must be able to meet deadlines, complete all classroom, exam, and clinical assignments and administrative tasks within the assigned timeframe, and keep scheduled appointments.

Attendance and Exam Policy

Students must comply with the School of Law's policies on attendance and on exams and other assessments. Students must also satisfy the attendance, exam, and other assessment policies in all required and elective courses, clinics, and other offerings in which the student is enrolled.

Participation and Public Speaking

During class in many required and elective courses, clinics, and programs, students will be called on without advance warning. Students must be able to make public oral responses to questions from the instructor, guest speakers, or other students. In other required and elective courses, clinics, and programs, students must be able to make public oral presentations and publicly answer questions.

Communication Skills

Students must be able to communicate orally and in writing in an effective, efficient, mature, respectful, and professional manner. Students must be able to understand oral and written communications, including directions, corrections, and feedback and be able to respond effectively both orally and in writing. Students must be able to read and understand large amounts of written material as well as lectures and audio and video presentations.

Organizational Skills

Students must have the ability to set goals, to formulate a plan to accomplish those goals, and to implement such a plan. Students must be able to follow directions, to make reasonable inferences, and to organize and synthesize large amounts of information. Students must be able to organize ideas in order to communicate those ideas in writing and orally. Students must be able to understand deadlines and to meet them. Students must be able to manage competing demands and heavy workloads.

Behavioral Skills

Students must exercise good judgment, honesty, and integrity. Students must have appropriate professional interpersonal skills and be able to work successfully under stressful conditions with or without others. Students must be able to work alone, with other students, and with faculty and staff. Students must be able to work in teams, and in all cases to observe appropriate boundaries. Students must be able to handle courseloads and clinic demands that may be mentally and emotionally taxing. Students must be able to adapt to changing circumstances. Each student must be able to monitor his or her own behavior, act civilly, and adhere to all norms of ethical and professional conduct.

(Note: Some of the language above was taken from (sometimes verbatim), or modeled after, the requirements of other schools, departments, and universities. Please contact Boston University School of Law for attribution.)

2. Lawyering Program

The Lawyering Program's first-year Lawyering Skills class is a required two semester, simulation-based class that covers legal research, objective and persuasive writing, oral advocacy, client interviewing, client counseling, negotiation, contract drafting, and other critical lawyering skills. During the spring semester of the Program, students participate in the J. Newton Esdaile Moot Court program. Classes of no more than twenty students are taught by full-time Lawyering faculty, with embedded research instruction provided by BU Law's research librarians. More information about the Program's curriculum and faculty can be found online at the Lawyering website or by contacting Prof. Marni Caputo (mgcaputo@bu.edu; 617-358-4265) or Prof. Kathy Luz (kluzcote@bu.edu; 617-358-4395), Directors, Suite 1005.

3. Lawyering Fellows Program

As part of the Lawyering Program, upper-class students serve as Lawyering Fellows to assist students with their Lawyering Skills assignments. Lawyering Fellows typically conference with students on their written work several times each semester and provide other valuable feedback and support on Lawyering assignments and simulations. Lawyering Fellows also act as peer advisors to students. Lawyering Fellows attend each Lawyering Skills class and a biweekly Fellows class. Fellows receive two credits per semester. More information on the Lawyering Fellows Program can be found online on the Lawyering Fellows website.

4. Upper-class Writing Requirement

In addition to the first-year writing experience through the Lawyering Program, students must satisfy the Upper-class Writing Requirement during their second or third years. This requirement is set out in Article III, sec. 6 of the Academic Regulations, which includes ways to satisfy the requirement. **Note that a student may not take written work done for one professor and use it as the basis for satisfying the Upper-class Writing Requirement with another professor without the advance permission of the Vice Dean for Faculty.**

Work which will **not** satisfy the Requirement:

- (a) Preparation of a brief, unless prepared for a course or seminar with substantial

- rewriting under a faculty member's supervision;
- (b) Memoranda prepared for outside employment, whether paid or volunteer;
- (c) Work which is not the student's original work; or
- (d) Work which has been offered previously for any purpose at this or any other academic institution, except as provided in "Difference between submission for a grade and submission for certification" below.

Registration and certification procedure.

(1) Registration. Students must complete and file the "Intention to Complete the Upper-class Writing Requirement," form with the Registrar's Office no later than the last day of the add/drop period of their fifth semester, or if earlier, in the semester during which the student intends to satisfy the Requirement. The form is available under [Frequently Requested Forms](#) or can be obtained in hard copy in the Registrar's Office.

- **Filing Deadline:** Students must file the form *no later than the last day of the add/drop period in the student's fifth semester*, even if the student intends to satisfy the Requirement during the student's sixth semester. Otherwise, the student's attempted registration will not be effective. Failure to register effectively will require a meeting with the Dean's Designate.
- **Required Signatures:** For information about who needs to sign your form, see <https://www.bu.edu/law/about/offices/registrar/forms/intention-to-complete-upper-class-writing-requirement/>.
- **Note About Using a Course to Satisfy:** Please note that BU Law cannot guarantee in advance that students will be admitted into a particular course or seminar. Students considering sixth-semester completion of the Requirement should keep this fact in mind.
- **Failure to File:** Failure to file the form or to obtain the supervising faculty member's signature approving work under that person's supervision will result in the Requirement credit being denied.

(2) Deadlines for Third-Year Students. Students who have not satisfied the requirement by the end of their second year should be aware of the following deadlines and options. Students must review Article III, sec. 6 of the Academic Regulations for details.

- **Finding an Advisor:** Students should first seek to satisfy the Requirement by one of the methods described in Article III, sec. 6 of the Academic Regulations, which are the preferred methods of satisfying the requirement. Rising third-year students seeking an advisor should complete the [Find an Advisor form](#). The Vice Dean for Faculty will help the student select a course or seminar or, if necessary, find a faculty member to supervise a project the student has identified.
- **Incomplete by start of Fall:** Students who have not satisfied the requirement

by the start of Fall semester in their third year must notify the Registrar as to how they intend to complete the Requirement.

- **First-Draft Deadline:** Due to faculty advisor no later than the last class-day of the fourth week of the student's final semester.

- (3) **Certification.** Upon satisfactory completion of an approved project, the supervising faculty member will certify to the Registrar that the student has fulfilled the Requirement.

Timing and deadlines.

- (1) **Timing.** Only projects undertaken during a student's second or third year may satisfy the Upper-class Writing Requirement. However, with a faculty supervisor's approval, students may begin Supervised Study projects during the prior summer or semester. As explained in paragraph (2) below, and subject to the caveat of paragraph (3), revisions for purposes of satisfying the Requirement may be submitted after the deadline relevant for grading purposes.

- (2) **Difference between submission for a grade or journal credit, and submission for certification.** Papers submitted for a course, seminar, or Supervised Study project must meet deadlines stated in Article VIII of the Academic Regulations ("Papers"). All grades will be determined based on work submitted by the Article VIII deadline. However, with the instructor's permission, and subject to paragraph (3) below, a student may continue to work on the past grading deadlines for purposes of satisfying the Requirement. Papers developed from a journal note must first meet the journal's requirements to be awarded the journal credit, and then be further developed with a faculty advisor, including possible additional draft(s), reformatting, and revision(s) to meet the Upper-class Writing Requirement. Papers developed from a seminar paper must first meet the course requirements to be awarded a grade for the course, and then be further developed with a faculty advisor, including possible additional draft(s), reformatting, and/or revision(s).

- (3) **Caveat for sixth-semester students.** A sixth-semester student's failure to satisfy the Writing Requirement by the examination period's last day may prevent the student's participation in commencement and be deemed a failure to meet degree requirements. Students who do not submit the Upper-class Writing Requirement by the last day of the examination period of their sixth semester must petition the Academic Standards Committee and the full faculty for an extension of the requirement and participate in commencement ceremonies. At a minimum, students who have not completed this Requirement will have a notation in the commencement program that the student's JD requirements have not yet been completed.

5. Advanced Litigation and Moot Court Programs

BU Law offers programs for 2Ls and 3Ls who want a more direct experience in trial and appellate litigation. These include the upper-class Moot Court programs and teams, Trial Advocacy, upper-class writing and advocacy courses, Mock Trial competitions, and

Negotiation and Client Counseling competitions. For information on Moot Court programs, Mock Trial competitions, upper-class writing and advocacy courses, or the Negotiation and Client Counseling competitions, contact Executive Director Jennifer Taylor McCloskey, Suite 510; 617-353-3199; jataylor@bu.edu. For information on Trial Advocacy, contact Naomi Mann, Suite 1302; 617-358-0375; nmann@bu.edu; or Kevin Schwartz; 617-353-3148; schwarke@bu.edu.

6. Scholarly Categories for Yearly Academic Performance

First Year. The top three students in each section will be named G. Joseph Tauro Distinguished Scholars. The remaining students in the top 10% of the class will be named G. Joseph Tauro Scholars.

Second Year. The top fifteen students in the second-year class based on second-year grades will be named Paul J. Liacos Distinguished Scholars. The remaining students in the top 10% of the second-year class based on second-year grades will be named Paul J. Liacos Scholars.

Third Year. The top fifteen students in the third-year class based on third-year grades will be named Edward F. Hennessey Distinguished Scholars. The remaining students in the top 10% of the third-year class based on third-year grades will be named Edward F. Hennessey Scholars. Students studying abroad or who have less than twenty-graded credits in the year are ineligible for this recognition.

7. Student-Edited Journals and Journal Credit Policy

In the spring semester, the Law Journals have an informational meeting for first-year students about journal membership and the writing competition. For questions about journals generally, contact Executive Director Jen McCloskey (jataylor@bu.edu). For more information on a particular journal and the journal writing competition, contact the specific journal. To visit the law journals, proceed to the 17th Floor suites.

Journal	Contact
Law Review	lawrev@bu.edu ; 617-353-3166
American Journal of Law and Medicine	ajlm@bu.edu
International Law Journal	ilj@bu.edu
Journal of Science & Technology	jostl@bu.edu
Public Interest Law Journal	pilj@bu.edu
Review of Banking and Financial Law	rbfl@bu.edu

Inquiries regarding disability accommodations for the 1L journal writing competition must be addressed to Associate Dean Muir (gmmuir@bu.edu), or her designee.

Journal Credit Policy

A second-year student can earn two ungraded (non-GPA) academic credits by (1) satisfactorily performing the duties that her or his journal, in consultation with the journal's faculty advisor, requires of second-year members and (2) writing a paper (usually

a second-year Note) that the journal requires for membership and that the journal's faculty advisor ultimately approves as sufficient to justify the awarding of two credits. To justify the awarding of academic credit, the paper will normally be expected to reach the level of a polished, high-quality seminar paper.

The paper must be written in compliance with the journal's note-writing process, with the deadline set by the journal and approved by the faculty advisor. The journal and faculty advisor have authority to set the deadline beyond the end of the second year, but no later than the end of the student's third year. The completion of the journal requirements and paper will result in an allocation of two ungraded credits in the second year, based on the students' enrollment, irrespective of when the work is completed. Students need not petition the Academic Standards Committee for permission to complete the paper later than the second-year spring paper deadline. Students are cautioned, however, that the quality standard for the paper is a high one, and leaving its completion until the third year, especially the second semester of the third year, raises the risk that the credits will not be earned on time and that the student will find herself or himself short of the credits necessary for graduation. Students who wish to receive these credits must register for law journal credit by the end of the fall add/drop period in their second year.

Third-year students on *Law Review* who satisfactorily-serve in the following roles, as determined by the faculty advisor, will earn the relevant credits indicated in parentheses: Editor-in-Chief (4); Senior Managing Editor (4); Executive Editor (4); Managing Editor (4); Diversity & Inclusion Editor (3); Senior Articles Editor (4); Articles Editor (4); Senior Notes Editor (3); Notes Editor (3); Senior Note Development Editor (2); Note Development Editor (2); and Online Editor (3). Third-year students on the *Law Review* who serve as 3L editors are eligible for two ungraded academic credits, if they complete (i) at least 100 hours of editorial tasks in their 3L year; (ii) the introductory editing workshop (online or in-person); and, (iii) library training, and their completion is certified by the Editor-in-Chief and the faculty advisor. Third-year students who serve on the editorial board of one of the other journals can earn two ungraded academic credits **if** the journal Editor-in-Chief and the faculty advisor determine that the position qualifies for academic credit, and if the board member performs his or her duties to the satisfaction of the Editor-in-Chief of the journal and the faculty advisor. Credits may be split and assigned to each semester or may be assigned to a single semester. Students who wish to receive these credits must register for law journal editorial board credit by the end of the fall add/drop period in their third year. In special circumstances, the journal may seek the faculty advisor's **advance** approval to split a 3L editorial board position between two people, one serving the first semester of an academic year and earning one credit for the fall semester, and the second serving the second semester and earning one credit for the spring semester. The faculty advisor will approve such an arrangement only when convinced that it is the best way both to serve the functions of the journal and to advance the students' education.

8. Clinical Programs: Student Practice Certification (MA Rule 3:03)

Students who wish to be certified under state rules to practice in court as part of a clinic, externship, practicum, or summer full or part-time employment may apply to do so under Massachusetts Supreme Judicial Court Rule 3:03. Any interested students should email Kevin Schwartz (617-353-3148, schwarke@bu.edu) and copy Associate Dean Naomi

Mann (617-358-0375, nmann@bu.edu). Students must wait to practice until after they are notified by Kevin Schwartz that they have been officially certified and must follow all requirements of such certification.

9. Experiential Education: Clinics, Externships, and Practicums

The Clinical and Externship Programs provide valuable opportunities for law students to represent clients, gain practical training, and make a difference while in law school. The Law School offers over twenty different clinics, practice groups, and concentrations, in addition to practicums and externships. Clinics provide students with the opportunity to represent clients, engage in policy-related projects, and/or conduct other legal work under the direct supervision of a full-time faculty member. For current clinical offerings see: <https://www.bu.edu/law/experiential-learning/clinics/>.

The BU Law externship program also allows law students to gain academic credit while working under the supervision of practicing attorneys or judges. Boston's vibrant legal community offers a vast array of placements in diverse practice areas, including affordable housing, biotech, criminal law, education, environmental law, health law, intellectual property, and microfinance. The Law School's corporate counsel externship program exposes students to the work of in-house counsel for for-profit and nonprofit corporations in an array of global industries. For more details about externships, see <https://www.bu.edu/law/experiential-learning/externships/>. The Semester-in-Practice Program allows law students to participate in a full-time externship. For more details, see <https://www.bu.edu/law/experiential-learning/externships/semester-in-practice/>.

For students interested in taking the bar exam the February before graduation, Boston University School of Law also participates in the New York Pro Bono Scholars Program that allows students to devote their last semester of study to performing *pro bono* service in an approved externship program, law school clinic, legal services provider, law firm, or corporation. For more details, see <https://www.bu.edu/law/experiential-learning/externships/new-york-pro-bono-scholars-program/>.

You can find more information about the experiential programs online [here](#). Applications for clinics, practicums, and externships take place in early March. Information about the application process is regularly updated on the BU website [here](#) and you can also inquire by contacting the Office of Clinical and Experiential Programs at lclinic2@bu.edu or with Katherine Law, Associate Director, at kyunker@bu.edu.

The Clinical and Experiential Program faculty are happy to answer questions about our offerings, career development, and course selection. Please find below the contact information for the primary contact(s) within each program.

Contact information for clinics, practicums, and externships can be found in the online directory at: <https://www.bu.edu/law/faculty-and-staff/directory/>.

10. Dual-Degree Programs

BU Law has multiple dual-degree programs both with BU Law's LL.M. programs and with other BU graduate schools. Each program allows enrolled students to earn two

degrees on an accelerated basis.

Second- and third-year students may apply up to 12 non-law graduate-level credits toward their JD. BU Law tuition for dual-degree students covers course work in both programs, up to 18 total credits per semester. Note that students may only register for up to 17 J.D.-degree applicable credits per semester in their second and third years. See <https://www.bu.edu/law/academics/find-degrees-and-programs/dual-degrees/> for more information.

BU Law also offers third-year students several international dual degree programs. Students receive the host school's LL.M. degree during their final year of JD studies. They receive 24 JD credits for the full year abroad; and are required to add two credits of Supervised Study to meet the 26-credit minimum annual enrollment requirement. The LL.M. programs, all taught in English, are listed at <https://www.bu.edu/law/about/offices/graduate-international-programs/study-abroad/>.

Because participating students spend their entire third year abroad, it is important that they plan their 2L course selections accordingly to meet the requirements of the JD program. Interested students should review the information packages at <http://www.bu.edu/law/current-students/jd-student-resources/study-abroad/> and make an appointment at the Graduate and International Programs Office (Suite 802, 617-353-5323, lawabroad@bu.edu) to discuss their options.

For more information on international dual degree opportunities, please contact Study Abroad and International LLM Programs: lawabroad@bu.edu or 617-358-6162. For JD/LL.M. or international programs, please contact the Graduate Tax Office at gradtax@bu.edu or 617-353-3105 or the Graduate Program in Banking and Financial Law at banklaw@bu.edu or 617-353-3023.

11. Concentrations

BU Law offers students the opportunity to graduate with a certificate of completion that demonstrates their concentrated study in Intellectual Property & Information Law, Health Law, Transactional Practice, Risk Management & Compliance, International Law, Public Interest or Litigation and Dispute Resolution (see <https://www.bu.edu/law/academics/find-degrees-and-programs/jd-program/> for links to each). Students in each concentration must do a substantial paper. Completion of concentration requirements is documented, along with any honors earned, on a separate certificate rather than on the official transcript. Students who have substantive questions about the concentrations should contact the faculty advisor for the concentration or Associate Dean Muir (gmmuir@bu.edu).

12. International Programs

Law Suite 802; 617-353-5323 or lawabroad@bu.edu

BU Law's Office of Graduate and International Programs (OGIP) allows 2Ls and 3Ls to study international and comparative law at a variety of acclaimed foreign law schools (see <https://www.bu.edu/law/about/offices/graduate-international-programs/study-abroad/> for an up-to-date list of programs).

Language fluency is required for certain programs. Some programs are fall-only, some are spring-only, and some are full-year programs. All full-year programs are conducted in English and begin in the fall semester. The full year programs are open to 3Ls only. Detailed program descriptions, which we strongly encourage students to review carefully, are available online at <https://www.bu.edu/law/current-students/jd-student-resources/study-abroad/>.

Details about the application timing and process are online at <https://www.bu.edu/law/about/offices/graduate-international-programs/study-abroad/how-to-apply/>. Interested students may contact the Graduate and International Programs Office (lawabroad@bu.edu) or Assistant Dean Christina Rice (ricec@bu.edu).

13. Graduate Programs

The Graduate Program in Banking and Financial Law, Law Suite 804; 617-353-3023. The Graduate Program in Banking and Financial Law awards the LL.M. degree in Banking and Financial Law, with concentrations in the business of banking, compliance management, financial services transactions, lending and credit transactions and securities transactions. The Program also offers JD students an accelerated six-semester or seven-semester JD/LL.M. degree. JD students who have an interest in financial services are encouraged to take courses from the Program's curriculum, which concentrates on topics in banking, securities and insurance as well as economics and accounting. The Program offers roughly twenty-five courses, most of which are open to JD students. The Program's list of courses may be seen at <https://www.bu.edu/law/academics/find-degrees-and-programs/masters-llm-programs/banking-financial-law/graduate-courses/>. For more information, please contact the Graduate Program in Banking and Financial Law at banklaw@bu.edu.

Graduate Tax Program, Law Suite 804; 617- 353-3023. The Graduate Tax Program (GTP) offers training in tax law leading to the degree of Master of Laws (LL.M.) in Taxation. To accommodate the different needs of our students, the GTP offers three paths to completing the 24 credits required for the BU Law LL.M. in Taxation: full-time residential, part-time residential, and online. Instruction is provided by full-time BU Law faculty and adjunct faculty who are experienced practicing attorneys. Additional information can be found at <https://www.bu.edu/law/academics/llm-masters-degrees/taxation/>.

The Graduate Tax Program also offers qualified Boston University JD candidates the opportunity to earn an LL.M. in Taxation in six or seven semesters. In addition, most Graduate Tax Program courses are open to JD students. You may email the program at gradtax@bu.edu for additional information.

III. BU LAW/BU POLICIES AND PROCEDURES

1. Auditing BU Law Courses

A second- or third-year student may audit a BU Law course, with appropriate notation on the BU Law transcript, provided that:

- a. The course is not closed;
- b. The student obtains the instructor's *written* permission to audit; and
- c. The instructor provides the Registrar, at the semester's end, written verification that the student attended throughout the semester.

Without Academic Standards Committee permission, a student may not change his/her registration status after the add/drop period. Audit forms are available in the Registrar's Office (Law Suite 502).

2. Class Cancellations or Delayed Openings

If an instructor cancels a class, the faculty or Law Registrar will notify students through one or more of the following methods: the weekly schedules posted on the 1st floor board (outside of Suite 101) or the 5th floor board outside of the Registrar's suite (Law Suite 502), a sign on the classroom door, or on rare occasion a message on the electronic board in the lobby.

During inclement weather, BU will decide whether to cancel classes campus-wide by 6:00 A.M. Decisions to shorten the day are made by 3:00 P.M. Campus-wide cancellations will be communicated to the University community as follows:

- University Home Page: <https://www.bu.edu/>
- University Emergency Notification System
- BU Today
- Social Media
- BU Email

If the University announces a delayed opening, BU Law classes scheduled to start earlier than the opening will be canceled. Official announcements will be made between 6:00 and 9:00 A.M.

3. Commencement Participation

All students who have fulfilled requirements for the Degree of Juris Doctor set forth in Article I of the Academic Regulations shall be entitled to participate in the BU Law Commencement. In addition, at the recommendation of the Dean or the Dean's designate, and with the Faculty's approval, students who have not yet completed all the requirements, but are expected to do so by the following January, may participate with an appropriate designation in the program.

4. University Compliance Requirements

To register for courses at BU Law and the University, both full-time and part-time students must comply with BU emergency alert system, immunization, settlement of financial obligations, university-mandated training(s), local address, and the Massachusetts Motor Vehicle Law requirements.

Emergency alert requirement: Boston University uses an on-demand alert and response system called BU Alert. In the event of a campus emergency, BU Alert's technology allows BU to contact the entire campus community immediately through a variety of electronic means, including text messaging, e-mail, and voice mail. To ensure the effectiveness of this system, ALL BU students MUST provide an emergency alert phone number on the BU Student Portal <https://student.bu.edu/MyBU/s/>. **You also need to confirm each semester that the number you provided is still effective.** This is for your protection, and the University will only use this in a bona fide emergency situation. If you have questions about the BU Alert system, please visit <http://www.bu.edu/em/bu-alert>

Immunization requirement: The Commonwealth of Massachusetts requires that all full-time students and many part-time students enrolled in colleges and universities complete a series of immunizations. The necessary immunizations are outlined on the Student Health Services website (www.bu.edu/shs); you are informed of this requirement when you enroll at Boston University, and University officials remind you of this each year. Please check <https://student.bu.edu/MyBU/s> to learn whether this state regulation applies to you and, if so, whether Student Health Services has received the appropriate documentation.

Settlement of financial obligations: Boston University policy requires the withholding of all credits, educational services, issuance of transcripts, and certifications of academic records from any person whose financial obligations to the University (any delinquent obligation including Student Accounts, Loans, deferred payments, and/or liability for damages) are due and/or unpaid.

Local address requirement: Boston University requires students studying on Massachusetts campuses to provide a current local address. Your local address is defined as the address in which you reside while taking classes at Boston University. View and update your local address on the Student Portal (bu.edu/MyBU), Personal Tab, Address, and Phone Option.

Massachusetts Motor Vehicle Law requirements: The Massachusetts Motor Vehicle Law requires that all out-of-state students, including those who do not bring cars to Massachusetts, sign an acknowledgement that they have been informed of the law.

The Massachusetts Motor Vehicle Law requires out-of-state students bringing vehicles into the Commonwealth of Massachusetts to file a nonresident driver statement with the local police department in the city in which their university is located: "It is unlawful for a resident student to fail to file a nonresident driver statement with the police department located in the same city or town as the school or college attended, in accordance with Section 3 of Chapter 90 of the Massachusetts General Laws. Failure to file such statement is punishable by a fine not to exceed \$200."

To comply with the law, all out-of-state students, including those who do not bring cars to Massachusetts, are required to read the Motor Vehicle Law statement when the task has been assigned in [MyBU Student](#), and click “I acknowledge.” Students may visit the [Massachusetts Registry of Motor Vehicles website](#) for more information on the Massachusetts Motor Vehicle Law.

Boston University, in turn, is required by the Commonwealth to keep a record and provide proof to the state that students have been apprised of the law. Eligible students must formally acknowledge they have been notified of the law; students who fail to do so will not be in compliance and will be unable to register for upcoming semesters. Students will be assigned a task to read and acknowledge the Massachusetts Motor Vehicle Law. An email will be sent to students when the task is available for completion.

5. Course and Teacher Evaluations

Near the end of the semester, students will automatically receive a link to an online evaluation form for each of their courses. See <https://www.bu.edu/tech/services/teaching/assessment/course-evaluations/course-evaluation-policies/> for information about the evaluation period. Summaries of the numerical ratings are available in the reserve section of the Law Library and on the BU Law website at <https://www.bu.edu/law/about/offices/registrar/course-registration/>.

6. Evacuation Plan

Boston University has developed a comprehensive evacuation plan for cases of emergency. You can access the plan at <https://www.bu.edu/ehs/files/2020/04/EHS-emergency-instructions-final.pdf>. Emergency information is also posted near all elevators. In the event of a fire or other building evacuation, the law school’s rally point is the Alpert Mall, aka “the BU Beach”

7. Exam Drafting/Implementation Problems

Despite the best efforts of the faculty to avoid such occurrences, it sometimes happens that it would be unfair to grade an exam as given. In those circumstances, the Dean’s designate will consult with the Academic Standards Committee to decide on the appropriate action to take. Remedial actions may include instructing the professor to consider the problem in grading the exam; excluding an exam question(s); or giving less weight to a question or questions. That decision will be final and non-appealable.

8. Exam Relief

Any student who is unable to take an examination as scheduled (*e.g.*, because of serious illness or family emergency) must contact the Registrar promptly (617-353-3115, lawreg@bu.edu). **To protect BU Law’s policy of blind grading, such students must NOT contact the instructor.** Students should consult Article VII of the Academic Regulations for rules governing exam relief. Direct questions or problems to the Law Registrar’s office at lawreg@bu.edu.

9. Boston University Information Security Policy and Conditions of Use and Policy on Computing Ethics

Users of the University's computing facilities, including University-supported electronic mail, are on notice that the University has reserved the rights set forth in the Boston University Information Security Policy and Policy on Computing Ethics. Students should familiarize themselves as well as comply with these policies, which can be found at <https://www.bu.edu/policies/acceptable-use-of-computing-services-policy/>.

10. Notice Concerning the Recording of Law School Classes

Please note that law school classroom proceedings might be recorded by the School's Academic Media Services department for purposes including, but not limited to, student illness, religious observances, disability accommodations, or student course review.

Under our School of Law Disciplinary Regulations, students are prohibited from possessing devices capable of recording or transcription in the classroom, including but not limited to wearable devices, except as otherwise permitted by the relevant disciplinary regulation, or with Instructor Permission. One exception is that students are permitted to possess laptops, tablets, cell phones, and smart watches in the classroom unless the instructor prohibits them, but students are prohibited from using laptops, tablets, cell phones, or smart watches for recording or transcription without Instructor Permission. Students are also not permitted to share or distribute copies of any audio or video recordings or transcripts of class sessions without Instructor Permission. Contravention of these rules may subject students to disciplinary action. As used in those rules, "Instructor Permission" means express permission in the course syllabus, or express written permission by the instructor to one or more students; and "recording or transcription" includes any audio, visual, or AI-assisted capture or conversion of classroom content into stored or reproducible form.

11. Boston University Grievance Procedure in Cases of Alleged Disability Discrimination

The School of Law complies with the University grievance procedure in cases of alleged disability discrimination. This policy is published online and [in the University Bulletin](https://www.bu.edu/academics/policies/student-grievance-procedure-in-cases-of-alleged-disability-discrimination/). <https://www.bu.edu/academics/policies/student-grievance-procedure-in-cases-of-alleged-disability-discrimination/>

12. Part-Time Employment

BU Law discourages outside employment for 1L students because it detracts from class preparation and understanding of course material but has no formal limitations on students' personal choice to seek employment while enrolled in the J.D. program.

13. Payment of Tuition and Fees

Student Financials, 25 Buick St, Suite 130, <https://www.bu.edu/studentfinancials/>, 617-353-2264 or studenta@bu.edu. Student Financials handles billing for, and questions related to tuition, residence charges, and other applicable fees.

Settlement of Student Accounts. University policy requires settlement by the payment deadline each semester. If payment is received after the deadline, a late fee is assessed. Settlement of your student account can be completed in many ways, including direct payment, University-offered payment plans, University aid, federal and private loans, outside awards, and agency sponsorship. Please contact Student **Financials** with specific questions regarding your account and payment options. Any student having trouble settling their account should initially contact the Law Financial Aid Office to review their options. For further information or assistance, contact the Law Registrar's office at lawreg@bu.edu; they can help direct your inquiry.

Consequences of failure to settle an account. For 1L and 2L students, the consequences are: (1) grades may not be given to the student in any course taken that semester; (2) the student may not select courses for the following semester; (3) the student's financial aid will not be processed for the following semester if the account balance is greater than \$199; (4) the student will not be issued transcripts or verification of enrollment; and, (5) access to University facilities will be denied. For 3L students, the consequences are: (1) – (5) above; and (6) the student will not receive their diploma; and (7) the student will not be certified for the Bar.

Deferments for Undergraduate Loans. Boston University participates in the National Student Clearinghouse student loan verification service. The University Registrar automatically submits enrollment verification updates to the Clearinghouse. The Clearinghouse then electronically distributes updates to participating lenders and servicers. BU Law Registrar's Office will also complete paper loan deferment forms, if necessary.

14. Policy Governing Student Complaints Regarding the Law School's Program of Legal Education and Compliance with ABA Standards and Rules of Procedure for Approval of Law Schools

Boston University School of Law ("BU Law") is accredited by the American Bar Association ("ABA"). The ABA Standards and Rules of Procedure for Approval of Law Schools are online at https://www.americanbar.org/groups/legal_education/accreditation/standards/.

A student who has a significant complaint that directly implicates BU Law's program of legal education and its compliance with the ABA Standards may submit it through the [electronic complaints form](#) or in writing to the Vice Dean for Academic Affairs Steve Marks (smarks@bu.edu) or the Associate Dean for Academic Engagement Gerry Muir (gmmuir@bu.edu). The complaint, regardless of how submitted, must contain the following:

1. A description of the issue in sufficient detail to permit the Vice Dean to investigate the matter, and
2. The student's contact information, including name, email addresses, and phone number.

3. Written complaints must be signed by the student.

Within three weeks after receipt of the complaint, the Vice Dean or Associate Dean shall advise the student of the School of Law's resolution of the complaint or of any further investigation into the matter if needed. If additional investigation is needed, the school shall advise the student of the resolution of the complaint as soon as is reasonably possible.

If the student wishes to appeal the school's decision resolving the complaint, they must submit a written, signed appeal to the School of Law Dean within ten days of being notified of the decision. The Dean will communicate his/her decision to the student within three weeks after receiving the written appeal. The Dean's decision is final.

15. Safety

See <https://www.bu.edu/ehs/files/2020/04/EHS-emergency-instructions-final.pdf> for emergency information.

Events & Demonstrations. Boston University's policy on Events and Demonstrations is intended to promote the responsible exercise of free expression; to allow free expression that does not violate University policies; to ensure the smooth and continued operation of University activities; and to protect the safety and security of all members of the BU community. The full policy is available at <https://www.bu.edu/policies/boston-university-events-and-demonstrations-policy/>.

The BU Police Department, 32 Harry Agganis Way; 617-353-2110 (emergencies only 617-353-2121); www.bu.edu/police. All officers are academy-trained and armed and enforce state law. Police patrol 24 hours a day. The Department operates with a community policing philosophy that emphasizes both prevention and enforcement in cooperation with the community.

Reporting Emergencies and Crimes. BU encourages prompt reporting of all criminal incidents, safety-related emergencies, and suspicious circumstances on or near BU property to BU Police.

Police Services. Call the BU Police at 617-353-2121 and tell the dispatcher the location and nature of the emergency. You also may use the BU Police anonymous tip line at 617-353-6516. If off campus, dial the local police (911).

Emergency Telephone System. Five emergency telephones (the "Blue Light" phones) are located inside or near BU Law: (1) the BU Law basement (locker room); (2) between BU Law and the Library; (3) in the courtyard between BU Law and the School of Theology, at the base of the stairs to Marsh Plaza and Commonwealth Ave.; (4) Bay State Rd., outside the School of Social Work and across from BU Beach; (5) Bay State Rd, and Granby St., near the Castle and Hillel House. Pressing the red button establishes a connection to the BU Police.

Medical Emergencies. Call the BU Police at 617-353-2121. If off campus, dial 911. Tell the dispatcher the location and nature of the emergency and to send an ambulance.

Fire Safety. Sound the nearest fire alarm. Call the BU Police at 617-353-2121. If off campus, call 911. Describe the location and extent of the fire. Leave the building calmly by following the EXIT signs to the fire exits. Do not use elevators.

Bomb Threats in a University Building. Do not touch or move suspicious packages or objects. Call the BU Police at 617-353-2121. State information as accurately as possible, particularly the reported location of the suspicious object or the threatened area. If you are told to leave the building, do so calmly.

RAD (Resisting Aggression with Defense) Classes. The Boston University Police Department offers the "Resisting Aggression with Defense" program (RAD), a national program of realistic self-defense tactics and techniques. These programs train both men and women in basic self-defense techniques and offer viable options when confronted with various threats of violence and aggression. Courses are taught by certified BUPD RAD instructors. For information, see <http://www.bu.edu/police/services/RAD/>.

16. Compliance with Boston University Policies: Student Responsibilities, Sexual Misconduct and Discrimination Complaints

The BU Code of Student Responsibilities and University Policy on Sexual Misconduct: The School of Law complies with the University policies published in the Code of Student Responsibilities available online at <http://www.bu.edu/dos/policies/student-responsibilities/> and the University Sexual Misconduct Policy available online at <https://www.bu.edu/policies/sexual-misconduct-title-ix-hr/>. Students are subject to university administration of these policies.

The BU Complaint Procedures in Cases of Alleged Unlawful Discrimination or Harassment: The School of Law complies with the University policies and procedures outlined in this policy, as published online at <https://www.bu.edu/policies/complaint-procedure-discrimination-harassment/>.

17. Smoking Policy

Smoking is prohibited in all Boston University facilities and enclosed workplace areas. The Boston University Smoking Policy in full is available at <https://www.bu.edu/policies/smoking/>. Violators are subject to disciplinary action.

18. Student Events/Room Reservations

Student Events. To obtain information on student events, students may refer to weekly digest emails sent by Student Affairs (On the Docket) on Fridays, by the Career Development Office on Tuesdays, and by the Student Government Association (SGA Monday Morning Email) on Mondays. Students may also refer to bulletin boards, electronic signage, office/organization websites, and social media for promotions. Students should check the following calendars regularly: [BU Law Docket](#) (login with BU username and password for a full listing of events), [Law Events Calendar](#), and [University](#)

Calendars. Students may also check the digital screens, community bulletin boards, and social media for information.

Room and Space Reservation Procedures

Classroom and Event Space. All members of the BU Law community should refer to the [Protocol for Classroom and Event Space Reservations in the Boston University School of Law Building](#) for the policies and procedures for reserving and using space at BU Law.

Tabling. All members of the BU Law community should refer to the [Protocol for Tabling Rules & Guidelines](#) for the policies and procedures for tabling at BU Law.

Student organization room reservations. Formal and informal student organizations should refer to the Student Organization Manual, available in the resources provided in the [BU Law Docket](#) for guidance on room reservation policies and procedures.

Law Auditorium. The Law Auditorium is scheduled by the University Registrar. Information on reserving the Law Auditorium is available through the University Student Activities Office and online at <https://www.bu.edu/reg/faculty-staff/25live/access/>. Student leaders should contact Student Affairs for guidance.

Group Study Rooms. The law complex has 20+ group study rooms spread across floors M, 2, 3, and 4, which are managed by the Law Libraries. To reserve one of these spaces, visit <https://www.bu.edu/law/libraries/using-the-library/group-study-rooms/> or scan the QR code located outside each group study room. Students can reserve up to 2 hours per day and reservations can be made up to 1 week in advance.

IV. ACADEMIC REGULATIONS FOR THE JURIS DOCTOR PROGRAM

NOTE: Students in LL.M. programs – American Law, Taxation, and Banking Studies – are governed by separate sets of academic regulations specific to each program. Those regulations can be found on the BU Law website.

Article I. Requirements for the Degree of Juris Doctor

1. Juris Doctor degree. Boston University confers the degree of Juris Doctor (hereinafter, “JD”) upon candidates recommended by the Faculty of the School of Law and approved by the President and Trustees of the University.
2. Requirements. All candidates for the JD degree must:
 - a. Pursue legal study through an ABA/AALS-approved law school for at least three academic years or the equivalent. Unless the Dean or the Dean’s designate has permitted otherwise, at least two years of this study must have been completed in residence at Boston University School of Law (hereinafter “BU Law” or “the School”).
 - b. Pass all first-year doctrinal courses, and the first-year Lawyering Program’s course requirements.
 - c. Take at least 26 credits each year and 12 credits in each semester, except as otherwise permitted by the Dean or the Dean’s designate.
 - d. Satisfy the upper-class writing requirement, the professional responsibility requirement, and a minimum of 6 credits of experiential courses. No single course can be used to fulfill more than one of the degree requirements listed in 2(d).
 - e. Complete Business Fundamentals (LAWJD 605).
 - f. Earn at least 85 passing credits.
 - g. Fail no more than five credits in courses and seminars taken during the second and third years.
 - h. (Class of 2027 and prior) Earn a final average of at least 2.3. (Class of 2028 and following) Earn a final average of 2.7.
 - i. Complete the JD program no more than five years from its commencement (including any leaves of absence) and (2) take at least 10 credits in each of at least four semesters. Requirements (1) and (2) of this paragraph are fundamental requirements of the JD program. This paragraph does not affect the requirement, stated in paragraph (c) above, that a student who seeks to take fewer than 12 credits in any semester, or fewer than 26 credits in any year, must obtain permission from the Dean or the Dean’s designate.

Note: Satisfying the BU LAW graduation requirements does not necessarily ensure that a student has satisfied the requirements for the bar examination for any given state. Students should check the bar examination requirements of the states where the student may wish to sit for the bar examination to make certain that the student is satisfying those state's requirements. 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.

3. **Honors.** The JD degree with honors, including *cum laude*, *magna cum laude*, and *summa cum laude*, will be awarded on the basis of cumulative average. Any student graduating with an average in the top one-third of the class shall receive a degree *cum laude*. Any student graduating with an average in the top 10% of the class shall receive a degree *magna cum laude*. Any students graduating with an average in the top 1% of the class shall receive a degree *summa cum laude*. The number of eligible Latin honors at each threshold will be rounded up, and if there are ties between graduating students at the level of hundredths of a grade-point, then all tied students will receive the honor. All policies concerning honors may be changed by vote of the Faculty and such changes are binding on all who have not yet received their degrees.

Article II. Program Requirements for First-Year Students

1. **First-year program.** The first-year program includes (1) required first-year doctrinal courses; and (2) the first-year Lawyering Skills course, with moot court. As provided in Article I, paragraph 2(b), no student may earn a JD degree without passing each part of the first-year program.
2. **Continuation.** Students will be administratively dismissed from the School if (1) those in the Class of 2027 or prior earn an average below 2.0 in a completed first-year program, and those in the Class of 2028 or following earn an average below 2.5; or (2) they fail more than six first-year credits. Such students may petition for reinstatement under Article X. Other students may continue, subject to the provisions of section 3 below for students in the Class of 2027 or prior whose average is not above 2.7, and for students in the Class of 2028 or following whose average is not above 3.0, subject to any conditions or academic support program that the Academic Standards Committee may prescribe.
3. **Retaking failed parts of the first-year program.** A student eligible for continuation under section 2 above, but who has failed any part of the first-year program, must retake any failed part of that program during the next year. If practicable, the student will be assigned to a section taught by a different instructor. Both the original grade and the grade earned on retaking will appear on the student's transcript, and both will be counted in the student's average. Students who fail a retaken part of the first-year program will be administratively dismissed from the School and must petition for reinstatement under Article X.

Article III. Program Requirements for Second- and Third-Year Students

1. **Minimum credits in a year or semester.** No student may register for fewer than 26 credits in an academic year, and no fewer than 12 credits in the fall or spring semester, without advance permission from the Dean or the Dean's designate. Such permission will be granted only in extraordinary circumstances, unless the Academic Standards Committee has approved summer credits under Article IV, Sec. 6. Any student who fails to meet the minimum credits registration requirements without attaining advance permission from the Dean or the Dean's designate by the end of the add/drop period of the final semester in the student's academic year, will not be in good standing with the School of Law. Students not in good standing may be subject to sanctions and/or loss of institutional aid for failing to maintain full-time enrollment/good standing. Any student who, without permission, fails to take at least 12 credits during the fall or spring semesters will be administratively dismissed from the School and required to petition for reinstatement under Art. X.
2. **Maximum credits in a semester.** No student may register for more than 17 J.D.-degree applicable credits a semester.
3. **Maximum Credits from Non-Grade Point Average Sources, Supervised Studies, Moot Court, and Externship Fieldwork.** Some sources of credit do not produce grades that are included in a student's grade point average, even if grades appear on the transcript. These sources include: study abroad programs; externship fieldwork (including fieldwork in the semester- in- practice program); non-law courses taken elsewhere in the university or at other universities or law schools; coursework taken on a Credit/No Credit basis; and non-graded credit for work on law journals. A student may not apply more than 17 credits from such sources, Supervised Studies, and moot court, toward the total number of credits required for graduation. This limit may be waived by the Academic Standards Committee on a showing of good cause, but the Committee shall not allow more than 21 credits from all such sources to be applied towards the graduation requirement in any case other than those involving students who have been in a full year study abroad program. Non-grade point average credits earned at another law school which Boston University School of Law accepts for an incoming transfer student do not count toward the 17-credit maximum.
4. **Continuation for second- and third-year students.** Second- or third-year students will be administratively dismissed from the School if (1) they fail to earn an average of at least 2.0 in second-year courses and seminars; (2) they fail to earn a cumulative average, at the end of the second year, of at least 2.3; (3) they fail a retaken required course; or (4) they fail more than five credits after the first year. Such students must petition for reinstatement under Article X. Other students may continue, except that continuation for students whose cumulative average at the end of the second year is not above 2.7 for the Class of 2027 and prior) or 3.2 for the Class of 2028 and thereafter, is subject to any conditions or academic support programs that the Academic Standards Committee may prescribe.
5. **Professional responsibility requirement.** In the second or third year, all students must pass one of the following: (1) a course in professional responsibility offered to JD students generally, (2) a course in professional responsibility offered in conjunction with the School's civil or criminal clinics, or (3) the School's Legal Externship program. Unless the Faculty directs otherwise under Article IV, paragraph 4(b), a student who fails a course or program listed above, but who is nonetheless in good standing, must take or

retake a professional responsibility course offered to JD students generally at BU Law. Both the failing grade and the grade in the second professional responsibility course will appear on the student's transcript, and both will be counted in the student's average. Students who fail a second course in professional responsibility will be administratively dismissed from the School and must petition for reinstatement under Article X. No course used to fulfill the professional responsibility requirement can be applied to the experiential education or upper-class writing requirement.

6. **Upper-class Writing Requirement.** In addition to the First-Year Lawyering Program, students must satisfy the Upper-class Writing Requirement during their second or third years. The central goal of the Upper-class Writing Requirement is to provide each student with rigorous writing experience(s) that will assist the student in developing superior writing skills in a legal context. While the content and format of the writing experience may vary, to meet the requirement, the student must do one of the following:
 - A. Complete one **Longer Research Paper or Series of Papers** totaling 6000 words or more, excluding footnotes, involving substantial legal analysis and research written in a single seminar, course, clinic, or Supervised Study (as defined in Article IV), for a journal, or by the moot court directors for one of the law school's intramural moot court competitions. If the requirement is satisfied by a series of papers, at least one paper of 3000 words or more must involve substantial legal research.
 - B. Complete two **Shorter Papers** of 3000 words or more, excluding footnotes, involving substantial legal analysis written for two separate seminars, courses, clinics, or Supervised Studies. One such paper must involve substantial research.
 - C. Complete with a grade of B or better one designated **Dedicated Research and Writing Course** in which legal research and writing is the primary focus and in which assignments totaling at least 6000 words, excluding footnotes, are required. Assignments of at least 3000 words must involve substantial legal research.
 - D. Satisfy both of the following:
 1. Complete with a grade of B or better a designated **Professional Writing Course**, in which professional legal writing (without a focus on research) is the primary focus and in which assignments totaling at least 3000 words, excluding footnotes, are required and
 2. Complete one **Shorter Research Paper** of 3000 words or more, excluding footnotes, involving substantial legal analysis and research written in a separate seminar, course, clinic, or Supervised Studies.

A research paper, as used in options A, B, and D2, is defined as any paper, brief, memo, document, or other writing that requires a significant amount of legal research. Papers in options A, B, and D2 must involve multiple drafts (at least two, but typically more than two), in which detailed feedback is given on all but the final draft by a member of the full-time faculty, or, with the approval of the Dean's designate, by a part-time faculty member. For purposes of the previous sentence, a draft must be a substantial written paper, not simply an outline, proposal, or sketch. Such feedback must entail line-by-line editing and include feedback, where appropriate, on sentence structure, paragraph structure, grammar,

style, organization, and substance.

For assignments in a Dedicated Research and Writing Course totaling at least 6,000 words, and for assignments in a Professional Writing Course totaling at least 3,000 words, students must receive detailed feedback from a member of the full-time faculty, or, with the approval of the Dean's designate, by a part-time faculty member and include feedback, where appropriate, on sentence structure, paragraph structure, grammar, style, organization, and substance.

In papers and assignments, the final product or products should demonstrate professionally competent analytical and writing ability.

A student who has not yet satisfied the Upper-class Writing Requirement must notify the Registrar in the Fall Semester of the student's third year and in a manner prescribed by the Registrar as to how the student intends to satisfy the requirement. Students who do not complete the Upper-class Writing Requirement prior to their final semester, must produce a first-draft, compliant with all requirements, to their faculty advisor no later than the last class-day of the fourth week of the student's final semester. The Registrar may modify the reporting requirements or impose additional reporting requirements. (Students should consult the website as to reporting requirements.)

Upon the student's satisfactory completion of the requirements described in options A, B, or D2, the supervising faculty member shall certify to the Registrar that the student has satisfied such requirements.

In regards to options A, B, and D2, completing a course, seminar, clinic, or Supervised Study with a passing grade does not imply the successful completion of a paper or series of papers. Rather, the faculty member must certify completion of the requirement separately and may require additional drafts or assignments before doing so.

In the case of papers written for a journal and papers written in as part of a Supervised Study, it is the responsibility of the student to find a faculty member to supervise the student's paper. If the student has made a good faith effort to find a faculty member, has contacted and communicated with at least two faculty members in that effort, and has failed to find a faculty member to supervise the student's paper, then the student may request that the student's Faculty Connections Advisor find a suitable faculty supervisor for the student's paper.

Students should be aware that a course, seminar, clinic, or Supervised Study cannot be used to satisfy a requirement of the Upper-class Writing Requirement and at the same time to satisfy the Professional Responsibility Requirement or the Experiential Course Requirement.

7. **Experiential Education.** Every student is required to take one or more experiential courses, earning a minimum of six credits of experiential education, prior to graduation. No course used to fulfill the experiential education requirement can be applied to the professional responsibility or upper-class writing requirement.
8. **Business Fundamentals Requirement.** All J.D. students must complete and pass the

non- credit online *Business Fundamentals* (JD 605) course. This requirement may be fulfilled during the summer after the first year or thereafter. Students are encouraged to complete this requirement as early as possible and strongly encouraged to do so prior to their final semester.

9. **Credit/No Credit/Honors Option.** Second- and third-year students may elect to register for up to eight credits of non-required coursework on a Credit/No Credit/Honors basis after first year if the coursework qualifies. Any graded course or seminar is eligible for registration on a Credit/No Credit/Honors basis unless the instructor has listed the course as unavailable for such enrollment. Students wishing to take a graded course or seminar on a Credit/No Credit/Honors basis must exercise that option by the end of the add/drop period for the semester in question. A student, however, can elect to reverse this decision and take the course on a graded basis for an additional two-week period after the end of the add/drop period.
10. **Failure to satisfy degree requirements.** Any student who, at the end of the third year, has failed to satisfy the requirements for the JD degree must petition the Academic Standards Committee with a specific proposal for completing outstanding requirements. The Committee will report the matter to the Faculty with a recommendation. Upon receipt of the Committee's report and recommendation, the Faculty may direct either that the student be administratively dismissed from the School or, where appropriate, that the student complete specified work to satisfy degree requirements.

Article IV. Supervised Study, Tutorials, Distance Education, Summer Courses and Courses Outside the School of Law

1. **Credit for Supervised Study.** Students may earn up to three credits in total toward the JD degree for Supervised Study. As used in this Article, "Supervised Study" means:
 - (a) supervised research and writing;
 - (b) tutorials, involving small group learning on a particular legal topic; or
 - (c) other supervised study, which may include, but is not limited to:
 - (i) advocacy before courts, agencies, or legislatures;
 - (ii) field research;
 - (iii) interdisciplinary studies;
 - (iv) creating teaching materials;
 - (v) creating public-facing legal materials; or
 - (vi) co-authoring written work with a faculty member.

2. Requirements for Supervised Study

- a. Research and writing supervised by a BU Law faculty member.*
 - i. A student who has prepared a detailed statement of proposed study for a supervised research and writing project, and who has obtained a full-time BU Law faculty member's written agreement to supervise the work, may register

for up to two credits of Supervised Study for that supervised research and writing project without requiring any further approval.

- ii. The BU Law faculty member shall certify that (i) the project is clearly limited to supervised research and writing and does not involve any other type of Supervised Study; and (ii) that the project fulfills each of the criteria in Section 2(d)(i).

b. Tutorials and other Supervised Study supervised by a BU Law faculty member.

- i. A BU Law faculty member may offer a tutorial for a limited number of students. if the tutorial is first approved by any of the Vice Deans or Associate Dean responsible for curricular matters, the JD Program Committee, or the Academic Standards Committee (each, a “Supervised Study Approver”).
- ii. A student who has prepared a detailed proposal for Supervised Study, has obtained the written agreement of a full-time or part-time faculty member at BU Law to supervise the study, and has obtained the approval of Supervised Study Approver, may register for up to two credits of other Supervised Study as described in Section 1(c).

c. Study supervised by an outside faculty member.

- i. A student who has prepared a detailed proposal for law-related Supervised Study under the supervision of a person holding professorial rank outside BU Law may petition the Academic Standards Committee in advance to register for up to two credits for such work.
- ii. The proposal must include how the study’s learning outcomes align with the mission of BU Law and how the study satisfies Article XIII.
- iii. The petition must include the proposed supervisor’s written agreement to supervise the work.
- iv. Such a petition may be granted if the Committee finds that (1) the work to be done is the equivalent in time and quality of a course carrying such credit, and (2) the supervisor is an expert in the area of study who will set high standards of academic performance.

d. Approval of Supervised Study Proposals.

- i. Faculty may only agree to supervise study under Section 2(a), and Supervised Study Approvers may only approve a Supervised Study under Sections 2(a) or 2(b) if the-Supervised Study:
 - A. has learning outcomes consistent with the learning outcomes of the degree program(s) of the student(s) undertaking the Supervised Study;
 - B. involves a substantial investment of time and effort, and

- C. satisfies the requirements of Article XIII regarding the work required for each credit of the Supervised Study.
 - ii. Where a BU Law faculty member has agreed to supervise a proposed Supervised Study under Sections 2(b) or 2(c), Supervised Study Approvers may deny approval only on the grounds set out in Section 2(d)(i).
 - e. *Grades for Supervised Study.*
 - i. The student's final grade for a Supervised Study under Sections 2(a) or 2(b) shall be based solely on the work completed. Student work is expected to meet a high standard of academic performance.
 - ii. Study supervised by a BU Law faculty member may either be included in the student's average or taken on a Credit/No Credit/Honors basis.
 - iii. Study supervised by an outside faculty member may only be taken on a Credit/No Credit/Honors basis.
 - f. The Academic Standards Committee may, in its discretion, grant a waiver that allows a third credit for a Supervised Study.
 - g. Nothing in this Section shall affect the requirements for projects for which no academic credit is sought or granted, or for Supervised Study conducted as part of externship programs.
3. **Credit for graduate-level non-law courses taken during the regular academic year.** A maximum of 12 credits for graduate-level non-law courses, with no more than four credits for any one course, may apply toward the JD degree as provided in this section. If the course is open to both graduate and undergraduate students, the student must secure the instructor's assurance that the student will be held to graduate-level standards. Permission to apply for credits from courses open to both graduate and undergraduate students, or courses not offered at Boston University, must be obtained in advance from the Dean or the Dean's designate.
- a. *Dual-degree students.* Students enrolled in a dual-degree program may apply credits from a maximum of two non-law courses in their dual-degree program in any one semester.
 - b. *Other students.* Second- or third-year students not enrolled in a dual-degree program may apply, in any one semester, credits from one non-law graduate-level course taken at Boston University or elsewhere (or, with the advance approval of the Academic Standards Committee, two such courses).
 - c. *Tuition, fees, and permission from other schools.* For courses taken at Boston University, no additional tuition or fees will be charged. For courses taken outside Boston University, the student must show that both the outside school and the

instructor have given permission for the student to take the course. Any tuition and fees must be borne by the student.

- d. *Completion and grades.* The grade received will be recorded on the student's transcript but not included in the student's average. Otherwise, the course will be treated the same as BU Law courses for the purposes of Articles I and III. The student is responsible for ensuring that BU Law's Registrar receives the grade in time to meet BU Law deadlines.

4. **Distance Education Courses.** Distance education courses may be applied to satisfy J.D. degree requirements only if such courses are offered by Boston University or have received approval by the School of Law faculty. The following limitations apply:

- a. A maximum of two distance education courses per semester or per summer are applicable to J.D. degree requirements.
- b. A maximum of 15 credits earned from distance education courses are applicable to J.D. degree requirements.
- c. Non-BU-Law-provided distance education courses are subject to the 12-credit limitation noted in paragraph 3(d). Students taking Boston University distance education courses not applicable to the JD-degree requirements must notify the Registrar. Students taking Boston University distance education courses not applicable to the JD-degree requirements must notify the Registrar, in compliance with paragraph 11, below.

5. **Credit for courses taken at other Boston-area law schools during the regular academic year.** Students may earn credits for courses taken at other Boston-area law schools during the regular academic year as provided in this section. The grade received will be recorded on the student's transcript but not included in the student's average. Otherwise, the course will be treated the same as BU Law courses for the purposes of Articles I and III. The student is responsible for ensuring that BU Law's Registrar receives the other school's grade(s) in time to meet any relevant BU Law deadlines.

- a. *Courses at Boston College Law School.* Students may take selected courses at Boston College Law School with advanced approval. Notice of intent to enroll in such courses must be filed with the Registrar within five days after commencement of the semester's classes at BU Law. No tuition or fees will be charged by the Boston College Law School.
- b. *Courses at other Boston-area law schools.* Courses substantially different from those presently offered at BU Law may be taken at other Boston-area law schools with the approval in advance of the Dean or the Dean's designate. Petitions for permission to take such courses must be submitted within five days after the commencement of classes at BU Law, and they must show that both the outside school and the instructor have given permission for the student to take the course. All tuition and fees must be borne by the student.

6. **Credit for summer courses taken at BU Law.** Students may apply up to 6 credits to

their JD degree requirements and grade point average for BU Law summer courses. Courses eligible for summer approval include BU Law study abroad programs, simulation courses, externships, and direct instruction. Courses taken in the summer are not applicable to the 1L class rankings but are applicable to the rankings completed at mid-year and at the end of 2L or 3L year.

7. **Credit for summer courses taken at another law school.** Students may receive credit for summer courses as provided in this section. Grades for such courses will be recorded on the student's transcript but not included in the student's average. All tuition and fees must be borne by the student. The student is responsible for ensuring that BU Law's Registrar receives the grade in time to meet any relevant BU Law deadlines.
 - a. *Students who have been permitted to take a reduced schedule.* With advance approval by the Academic Standards Committee, students who have been permitted to take a reduced schedule may receive credits for summer courses taken at another ABA/AALS-approved law school. The Committee will consider the strength of the student's academic record, as well as the strength of the outside school and the nature of the course. The Committee also will consider whether such credits are reasonably necessary for the student to avoid a semester beyond the usual six required for the JD. If authorized and earned, these summer credits, up to a maximum of six, will count toward the 85 credits required for the JD degree. The professional responsibility requirement may not be satisfied through a summer course.
 - b. *Students who have failed to satisfy degree requirements by the end of the third year.* Under Article III, section 10, students who have failed to complete degree requirements by the end of the third year must propose a specific plan for completing these requirements. In its discretion, the Faculty may permit outstanding requirements to be completed through a summer course or courses. The Faculty may consider the overall strength of the student's academic record in deciding whether to permit completion of requirements through a summer course or courses.
 - c. *Other students.* With advance approval by the Academic Standards Committee, students other than those described in paragraphs (a) and (b) above may receive credits for summer courses taken at another ABA/AALS-approved law school or through another school's ABA- approved foreign-study program. Such credits, however, shall neither count toward the 85 credits required for the JD degree nor reduce the minimum credits required for a semester, but they may reduce the credits required for the next academic year to 24. The professional responsibility requirement may not be satisfied through a summer course.
8. **Permission to take a semester or year at another ABA/AALS-approved law school.**
 - a. A student who has compelling personal reasons to take a semester or year at another ABA/AALS-approved law school may petition the Academic Standards Committee for permission to apply residence and course credits toward the BU Law degree. The petition must be submitted prior to commencement of the work, and it must set forth the name of any school to which the student intends to apply

- and the reasons for the request. If the number of credits that the student would earn at another law school results in the student exceeding the allowed maximum of 17 non-grade point average (GPA) credits, then the student must include in the petition a request to exceed that maximum. The Academic Standards Committee will consider the totality of circumstances in determining whether to grant requests to visit another school and to exceed the maximum non-GPA credits.
- b. For personal reasons to be “compelling” within the meaning of the prior paragraph, they must be both exceptional (*i.e.*, shared by only a very small number of other students) and extremely serious (*i.e.*, impose a burden on the student that cannot be accommodated to any significant degree by the student remaining at BU Law). The Academic Standards Committee will also consider, among other factors, whether the student’s reasons were reasonably foreseeable when the student entered BU Law. Engagement or marriage to a person living or planning to live elsewhere will not necessarily be deemed “compelling.”
 - c. If permission is granted, the student must secure, as soon as possible, approval for the proposed course of study. The student must satisfy academic requirements at both the other school and BU Law. Grades received will be recorded on the student’s transcript but not included in the student’s average. The student is responsible for ensuring that BU Law’s Registrar receives the other school’s grades in time to meet any relevant BU Law deadlines. The student is responsible for any fee imposed to cover administrative and other costs incurred by BU Law.
9. **Credit for courses taken at foreign universities during the regular academic year.** Credits earned in fall- or spring-semester courses at foreign universities may apply toward the JD degree only as provided in this section. The requirements of paragraph 7(c), above, apply.
- a. *Programs offered through BU Law.* Credits earned through foreign programs sponsored by BU Law may apply toward the JD degree, subject to the rules developed for the particular program.
 - b. *Other schools’ ABA-approved “semester abroad” programs.* Students may petition the Academic Standards Committee for permission to participate in, and receive credit for, fall- or spring-semester courses in another school’s ABA-approved “semester abroad” program. The petition must specify the particular program and must be presented before the semester of proposed study. The Committee may allow the student to apply toward the JD degree a maximum of 12 credits earned in the other school’s program, if either (1) that program is located in a country different from those in which BU Law conducts its own foreign-study programs, or (2) in a previous semester the student unsuccessfully applied to a foreign-study program sponsored by BU Law. Students who establish either of these two circumstances are eligible for, but not necessarily entitled to, Committee approval. Other factors the Committee may consider include the strength of the student’s academic record, the extent to which that record demonstrates an interest in international study, the reasons given in the petition for pursuing foreign study, and the number of students pursuing foreign study under this paragraph.

- c. *Other programs.* Students seeking fall- or spring-semester credit for foreign study outside the programs covered in paragraphs (a) and (b) must obtain advance approval from the Academic Standards Committee. This approval will be forthcoming only in exceptional cases. Students should obtain information from the Office of Graduate and International Programs before petitioning the Academic Standards Committee.
10. **Credit for summer internships supervised by Student Affairs.** With advance approval from the Dean or the Dean's designate, students may receive up to two credits per summer for an internship involving legal work in a private or governmental position, provided that the student does not receive monetary compensation beyond reimbursement for out-of-pocket expenditures. Credits earned will neither reduce the minimum credits required for a semester or year, nor count toward the credits required for the JD degree. Students must provide written proof of the internship's completion. No letter grade will be assigned. The internship's completion will be noted on the student's file with the School of Law.
11. **Outside courses for which credit is not sought.** Students taking outside graduate courses for which JD credit is not sought must notify the Registrar. The course will not appear on the student's transcript.

Article V. Registration, Course Election, and Program Changes

1. **Registration.** Students must register by the end of the semester's official registration period. The University reserves the right to require earlier completion of registration by pre-registration and prepayment of tuition and fees.
2. **Late registration.** A fee will be charged for late registration. No student may register more than one week late without written approval from the Dean or the Dean's designate.
3. **Course election.** Each spring, first- and second-year students receive course election materials for the following academic year. Courses must be elected according to the time periods stated in the materials and in compliance with the academic advising requirements as published for the relevant term(s).
4. **Program changes after registration.** Subject to maximum and minimum credit requirements stated in Article III, students may change their programs after registration within the relevant "add/drop" period. Because clinical programs prescribe their own add/drop periods and procedures, questions about deadlines and procedures in such programs should be addressed to the office of the relevant program. For procedures governing journal credit, see section 5 below. For other courses and seminars, the Registrar's Office will prescribe and announce the beginning of the add/drop period, together with necessary add/drop procedures and waitlist procedures for closed courses and seminars. The end of the add/drop period for courses and seminars, other than clinical courses and mini-courses, is 5:00 p.m. on the tenth day of classes. The end of the add/drop period for mini- courses will be prescribed by the Registrar. Any student who misses the first meeting of a seminar without the instructor's advance permission may be administratively dropped from the seminar.
5. **Program changes involving journal credit.** Students who wish to add journal credit

within the add/drop period set by the Registrar's Office for courses and seminars must follow procedures set by the journal and must meet the School's minimum semester and yearly credit requirements. Students who are registered for journal credit and who wish to withdraw from the journal within the add/drop period must notify the journal and follow its procedures. Students who wish to add journal credit or who are registered for journal credit and wish to withdraw from the journal after the add/drop period must petition the Academic Standards Committee for permission and must notify the journal. If applicable, the petition must include a request to be below the minimum semester or yearly credit requirement. Such petitions are governed by section 6 of the Academic Regulations.

6. **Late adds or drops.** Adds or drops not permitted by sections 4 and 5 above may be authorized only by the Academic Standards Committee. Unless the student demonstrates that, under the circumstances, the delay should be excused. A course or seminar for credit that the Committee permits to be dropped after the relevant deadline will appear with a notation of "W/D" on the student's transcript.
7. **BU Law program, calendar, and schedule changes.** BU Law reserves the right to make changes of any kind to its program, calendar, or academic schedule, with reasonable notice.

Article VI. Attendance, Preparation, and Classroom Participation

1. **Attendance.** Regular attendance is expected in all courses and seminars for which a student is registered. Instructors either monitor student attendance or use an alternate method for monitoring student progress towards course learning objectives, as described in the course syllabus. Students must notify the Registrar's Office, in advance, if possible, of extended absences. A student who misses a seminar's first meeting without the instructor's permission may be administratively dropped from that seminar. A student who, without permission from the Dean or the Dean's designate, has not attended any of his or her classes in a four-week period will be administratively dismissed from the School.
2. **Preparation and classroom participation.** Preparation of class assignments and informed participation in class discussion are expected of every student.
3. Effect on final grades.
 - a. *Exclusion from further participation.* A student who has been warned by an instructor of excessive absences, and whose absences continue, may be excluded from the final examination or any other further participation in the course, seminar, or clinical program. Such a student will receive a failing grade. A warning under this paragraph may be communicated orally or in writing. A written warning will be deemed adequate if either (1) mailed to the student's street address on file in the Registrar's Office or (2) e-mailed to the student's Boston University e-mail account. Any petition to the Academic Standards Committee for readmission to the course, seminar, or clinical program will face a heavy presumption against readmission.
 - b. *Lowering final grades.* An instructor shall announce any policy, apart from the

provisions of paragraph (a) of this section, of lowering a student's grade on account of classroom attendance, preparation, or participation. Such a policy does not preclude enforcement of paragraph (a).

- c. *Raising final grades.* An instructor, without advance notice, may raise final grades by one increment (e.g., from B to B+) to reflect a student's preparation or classroom participation.
- d. *Special case of courses without a final examination.* With advance notice, an instructor who requires a paper or papers in lieu of an examination may adopt and apply a policy of assigning a specified weight to classroom preparation or participation. The weight given to preparation or participation may be specified either as a percentage of the final grade or in terms of grade increments.

Article VII. Examinations

1. **Examination schedule.** Students must take examinations according to the Registrar's announced schedule unless they have obtained permission otherwise under section 2 or section 3 of this Article.
2. **Advance rescheduling of an examination in special circumstances.** With advance request, in the first instance to the Registrar, a student may reschedule an examination under the following circumstances.
 - a. *Religious observance / holiday.* A student may reschedule an examination held on a religious holiday, or during a period of religious observance, that the student honors. The rescheduled date will be as close as possible to the original date, and ordinarily it will be neither more than one day earlier nor more than five days later.
 - b. *Examination schedule.* A student may reschedule an examination that is one of (1) three examinations on three consecutive days of the examination period's first calendar week; (2) three examinations on three consecutive days of the examination period's second calendar week, if the third examination concludes no later than 48 hours after commencement of the first; (3) two examinations on one day; or (4) four examinations on four consecutive calendar days. In circumstance (1) or (2) above, the middle examination will be rescheduled. In circumstance (3), either examination may be rescheduled. In circumstance (4), either the second or the third examination may be rescheduled. The date of the rescheduled examination will be as close as possible to the originally scheduled date, and ordinarily it will be neither more than one day earlier nor more than five days later.
 - c. *Illness or other compelling circumstance.* A student may reschedule an examination if the Academic Standards Committee determines that serious illness, or other compelling circumstance beyond the student's control, justifies relief. If illness is the asserted basis for relief, the student's request must be supported by a statement from an examining physician. The physician's statement must show the date, nature, and severity of the illness, and it should give the physician's judgment as to the student's ability to take the examination as scheduled. The statement should be as contemporaneous with the request as possible. If relief is granted, the

rescheduled date will be as close to the original date as the reason for giving relief will permit, and ordinarily it will be neither more than one day earlier nor more than five days later. If the proposed date for rescheduling is beyond the end of the examination period, and if the student is in his or her final semester, then the student must obtain Faculty approval under Article III, section 10.

3. **Excused failure to take or submit an examination on time.** Failure to take an in-class examination at the scheduled or rescheduled time, or failure to submit a take-home examination on time, may be excused only if the Academic Standards Committee determines that serious illness, or other compelling cause beyond the student's control, caused the student's failure. If illness is the asserted cause, the student must produce the documentation described in paragraph 2(c) above. If the Committee decides that the student's failure is excused, it will prescribe an appropriate remedy, which ordinarily will be to reschedule the examination for the earliest date consistent with the reason for recognizing the excuse. If that date is beyond the end of the examination period, and if the student is in his or her final semester, then the student must obtain approval from the full Faculty under Article III, section 10. If the Committee decides that the student's failure is not excused, it will dispose of the petition according to section 4 below.
4. **Unexcused failure to take or submit an examination on time.** If the Academic Standards Committee determines that a student, without compelling cause, has failed to take an in-class examination on time, or has failed to submit a take-home examination on time, the Committee may allow the student to take and submit the examination, provided that the student does so immediately. If the Committee so allows, it will impose a penalty that reflects both the student's fault and any benefit the student might have obtained from delay. Ordinarily this penalty will be a substantial reduction of the student's examination grade.
5. **Examination rules.** The following rules apply to the conduct of examinations. Additional rules may be prescribed either by the School or by an instructor.
 - a. All in-class examinations must be at least two hours duration, with questions and answers in writing.
 - b. All final examinations, including take-home examinations, will be evaluated on an anonymous basis, with students' papers identified to the instructor only by a number that the Registrar has assigned.
 - c. Take-home examinations will be issued by, and must be returned to, the Registrar. During take-home examinations, students may not consult other persons unless expressly authorized by the instructor.
 - d. During an in-class examination, students may not possess materials or devices forbidden by the instructor. Students may not consult with other persons. They may consult books, notes, or similar material, only as authorized by the instructor. Use of laptop computers is subject to announced School policy and procedure. Possession of devices capable of communication or recording or transcription (including but not limited to cell phones, tablets, and wearable devices), is forbidden unless authorized specifically by the School in advance. As used in this

section, “recording or transcription” includes any audio, visual, or AI-assisted capture or conversion of classroom content into stored or reproducible form.

- e. Except in case of emergency, students taking an in-class examination may leave the examination room only as necessary to use the restrooms.
 - f. Students must stop writing and turn in in-class examination papers when time is called.
 - g. No student may retake an examination for any purpose.
 - h. Students may review essay portions of their examinations after final grades are released.
6. **Failure in courses requiring an examination.** No credits for a failed course or seminar may count toward the credits required for the JD degree. Such credits, however, will count toward the minimum credits required to be taken during a semester or year. The failing grade will appear on the student’s transcript and will be included in the student’s average.

Article VIII. Papers

1. **Deadline for submitting papers.** For students in their final semester, the deadline for submitting papers is 5:00 p.m. on the last day of the examination period, unless the instructor has prescribed an earlier deadline. For other students, the deadline is 5:00 p.m., on the 14th calendar day after the end of the examination period or on the 14th calendar day after the last day of class for a summer session, unless the instructor has prescribed an earlier or later deadline. Deadlines for students not in their last semester may be no later than the next February 1 for fall semester papers and no later than the 21st day after the examination period for spring semester papers and no later than the 21st day after the last day for summer session papers.
2. **Reporting an inability or failure to submit a timely paper.** Any student unable to submit a paper by a deadline established consistent with section 1 above must report the facts promptly. Students whose papers will be graded anonymously should file a petition with the Academic Standards Committee. Students whose papers will not be graded anonymously should report to the supervising faculty member. (See sections 3 and 4 below, respectively.) Students unsure whether their papers will be graded anonymously should ask the Registrar. Students in their final semester are subject to the requirements of Article III, section 10, “Failure to Satisfy Degree Requirements.”
3. **Late submission of papers that will be graded anonymously.** If a paper is to be graded anonymously, the Academic Standards Committee will excuse late submission only if the student demonstrates that serious illness, or other compelling cause beyond the student’s control, prevents or has prevented the paper’s timely submission. If illness is the cause, the student’s request must be supported by a statement from an examining physician that shows the date, nature, and severity of the illness, as relevant to the student’s submission of the paper. If the Committee excuses a paper’s late submission, the Committee may set a new deadline. If the Committee denies a student’s request for excuse, and if the paper is not submitted by a deadline established consistent with section 1 above, the Committee

will inform the instructor of the relevant facts. The instructor then will have discretion to determine any penalty for the late submission.

4. **Late submission of papers that will not be graded anonymously.** If a student reports inability or failure to submit on time a paper that is not to be graded anonymously, the instructor may either extend the deadline for the paper, subject to the limits stated in section 1 above, or impose a penalty for the student's lateness. Instructors may require the student to submit supporting documentation to the Academic Standards Committee or to the Associate Dean for Academic Engagement. For students in their final semester, extensions beyond the limits stated in section 1 above are subject to the provisions of Article III, section 10 ("Failure to Satisfy Degree Requirements"), and such extensions for other students may be authorized only by the Academic Standards Committee. The Committee may authorize such extensions only after consulting with the instructor and only if serious illness, or other compelling cause beyond the student's control, prevents or has prevented the paper's earlier submission. If illness is the asserted cause, the student must produce the documentation described in section 3 above.
5. **Failure in courses requiring papers.** No credits for a failed course, seminar, or Supervised Study project may count toward the credits required for the JD degree. Such credits, however, will count toward the minimum credits required to be taken during a semester or year. The failing grade will appear on the student's transcript and will be included in the student's average.

Article IX. Grades

1. Grading scale and procedures.
 - a. **Letter Grades with Numerical Equivalents.** The Faculty has established the following scale of numerical equivalents for letter grades:

A+ = 4.3	B+ = 3.3	C+ = 2.3	D = 1.0
A = 4.0	B = 3.0	C = 2.0	F = 0
A- = 3.7	B- = 2.7	C- = 1.7	

For all first-year doctrinal courses, the following grade distribution is mandatory:

A+	2-5%
A+, A	15-25% (A+ subject to 5% limitation above)
A+, A, A-	30-40 % (A+, A subject to limitations above)
B+ and above	50-70% (subject to limitations on A range above)
B	22-50% (subject to limitations above and below)
B- and below	0-8% (subject to limitations on ranges C+ and below)
C+ and below	0-5%
D, F	0-5%

For second- and third-year courses and seminars with enrollment of 25 or fewer students, a B+ median is recommended. For second- and third-year courses and seminars with enrollment of 26 or more students receiving grades, a mandatory B+ median applies, subject to the following additional requirements:

A+:	Maximum 5%
A+, A, A-:	Minimum 30%
B+ and below:	Minimum 50%
B and below:	Minimum 10%
B- and below:	Maximum 15%
C+ and below:	Maximum 10%
D, F:	Maximum 5%

In coursework for which a letter grade is assigned, the minimum passing grade is D.

- b. **Grades without a Numerical Equivalent** – The Faculty has authorized the award of the following grades for courses satisfying J.D. degree requirements but not incorporated into the grade point average:

AUD = Audit^	P = Pass	F = Fail
CR = Credit	NC = No Credit	H = Honors
W/D = Withdrawal from Course	* = Indicates Currently Enrolled	
^ - Audited courses are not credited to JD-degree completion requirements.		

- c. **Credit/No Credit/Honors.** Second- and third-year students may elect to register for up to eight credits of non-required coursework on a Credit/No Credit/Honors basis after first year if the coursework qualifies. If a graded seminar or course is taken by a student on a Credit/No Credit/Honors basis, the student must earn a “C” or better on the graded work in the course or seminar to pass. A student who does not satisfy that standard will not receive credit for the course, and the course will not appear on the student’s transcript except as provided under (c(ii)).
- (i) The result of any course or seminar taken on a Credit/No Credit/Honors basis is not reflected in a student’s grade point average except as provided under (e).
 - (ii) If a student receives a grade of C- or D in a course taken on a Credit/No Credit/Honors basis in the final semester before the student’s anticipated graduation and the student requires credit in the course to be eligible for graduation, the grade shall be included in the student’s grade point average and on the student’s transcript and the student shall receive credit for the course.
 - (iii) A student must make any election to take a course on a Credit/No Credit/Honors basis by the end of the add/drop period. A student, however, can elect to reverse this decision and take the course on a graded basis for an additional two-week period after the end of the add/drop period.
 - (iv) Faculty may prohibit students from taking a course for a C/NC/H grade. Should a faculty member elect to restrict the grading for a course, the course description will note the grading structure.

- (v) Students may have no more than 8 credits of “Credit/No Credit/Honors” graded courses applied to their J.D. degree requirements.
 - d. **Pass/Fail** – The required 1L moot court and certain clinical courses are graded solely as pass (“P”) or fail (“F”). A “P” grade signifies successful completion of the course requirement(s); an “F” grade signifies failure to complete the course requirements. P and F grades earned in these courses do not have a numerical value that affects the calculation of a student’s grade point average
 - e. **Final Grades** -The Registrar will release final grades to students as soon as possible after the examination period. Instructors may not release final grades directly to students.
 - f. Instructors may change final grades to correct clerical or mathematical error. Final grades may not otherwise be changed except by vote of the Faculty. A proposal to change a final grade may come to the Faculty, for action or review, only on the recommendation of the Academic Standards Committee.
2. **Transcripts and other student records.** A student’s transcript and record will be made available to the student, the Dean, the Dean’s representative, Faculty members, and others to the extent permitted by law. No other person may have access to a student’s transcript and record without the student’s written consent.
 3. **Class ranks.** The Registrar will provide only the following information concerning class ranks.
 - a. Students who have completed the first year: The Registrar will inform the top three students in each section of their section ranks and provide cutoffs for the top 5%, 10%, 15%, 20%, 25% and 33.3% of the class.
 - b. Students who have completed the third semester (or the fourth semester, in the case of transfers) and beyond: For each class, at the end of each semester, based on cumulative averages, the Registrar will inform the top fifteen students of their ranks and provide cutoffs for the top 5%, 10%, 15%, 20%, 25% and 33.3% of the class. In addition, at the end of each academic year, based on the average earned during the most recent academic year, the Registrar will inform the top fifteen students of their ranks and provide cutoffs for the top 5%, 10%, 15%, 20%, 25% and 33.3% of the class.

Article X. Reinstatement

1. **Petitions for reinstatement.** A student administratively dismissed from the School may petition the Academic Standards Committee for reinstatement. The petition must address all circumstances related to the student’s failure to meet the School’s standards. Relevant supporting documents should accompany the petition. If the Academic Standards Committee or faculty grant reinstatement to a student, a statement of the considerations that lead to the decision to reinstate will be added to the student’s file.

2. **Reinstatement of first- or second-year students administratively dismissed for academic deficiency.** First- or second-year students administratively dismissed for academic deficiency will not be reinstated unless the Academic Standards Committee is satisfied that: 1) the deficiency resulted from serious illness or other compelling cause, and 2) that the circumstances that led to academic deficiency have been sufficiently addressed. If the compelling cause relates to medical or mental health issues, the student's petition for reinstatement should be accompanied by supporting documentation from a medical or mental health professional.
3. **Conditions of reinstatement for first- or second-year students.** First- or second-year students who are reinstated must retake any required courses they have failed. The Academic Standards Committee may place any other conditions on reinstatement that it deems appropriate, such as (a) for a first-year student, requiring the student to retake the entire first year or specific first-year courses; (b) for a second-year student, requiring a semester additional to the usual six; or (c) for any student, requiring that the student pass all courses and seminars, maintain a specified average in future work, take specified courses, forego participation in extracurricular activities, or refrain from taking courses outside the School.
4. **Reinstatement of third-year students.** Students administratively dismissed from the School during the third year may be reinstated only by the Faculty. As required by section 1 above, petitions and supporting materials should be directed to the Academic Standards Committee. The Committee will report the matter to the Faculty. Students administratively dismissed for academic deficiency will not be reinstated unless the Faculty is satisfied that the deficiency resulted from serious illness or other compelling cause, and that the circumstances that led to academic deficiency have been sufficiently addressed. If the compelling cause relates to medical or mental health issues, the student's petition for reinstatement should be accompanied by supporting documentation from a medical or mental health professional. The Faculty may attach any conditions to reinstatement that it deems appropriate.

Article XI. Withdrawal and Leaves of Absence

1. **Withdrawal in good standing.** Withdrawal in good standing becomes effective only upon submission of an official withdrawal form to the Registrar, whatever the reason for withdrawal, and whether or not the student seeks leave to return. No student may withdraw in good standing until all obligations to the University have been paid. Tuition refunds may be sought in accordance with University regulations.
2. **Leaves of absence.** A student seeking a temporary interruption of study may request a leave of absence. The request must be a written statement of the reasons for the leave, the activities in which the student expects to be engaged during the leave, and the semester in which the student intends to return. In addition to any special conditions imposed, the following rules apply to all leaves.
 - a. *Length.* Leaves will not ordinarily be granted for longer than one academic year.
 - b. *Extension.* A student seeking to extend a leave must petition the Academic Standards Committee before the leave has expired. Students ordinarily may not

extend a leave for more than one additional year, and the total length of a leave may not exceed two years except in exceptional circumstances.

- c. *Return.* A student returning from a leave must inform the Registrar by the date specified in the letter approving the leave. A student failing to give such notice may not return for that semester without the Academic Standards Committee's permission. If a leave was granted for medical reasons, the student may not return unless he or she has complied with Boston University's policies and procedures for obtaining medical clearance to return. A student may return before a leave's expiration only with advance permission.
3. **Students who withdrew without leave to return or whose leave has expired.** Such students must petition the Academic Standards Committee for readmission to the School. The petition must explain the circumstances of the withdrawal, the reasons for either not requesting leave to return or failing to return by a leave's expiration, and the events leading to the request for readmission. After considering the petition and the student's record, the Committee may grant readmission, with any conditions the Committee deems appropriate, or it may require the student to reapply through the ordinary admissions process.

Article XII. The Academic Standards Committee

1. **Composition.** The Dean or the Dean's designate will serve as Chair, and three other members of the Faculty will serve as Committee members. Ordinarily, the terms of members who are not Chair will be fixed at three years.
2. **Authority of the Academic Standards Committee.** The Academic Standards Committee exercises the authority delegated to it by the Faculty in all matters addressed by these Regulations.
3. **Petitions to the Academic Standards Committee.** Matters are brought to the Academic Standards Committee by written petition conveyed to the Registrar's Office. Petitions should state all material facts and specify the relief sought. Appropriate supporting statements should accompany the petition.
4. **Academic Standards Committee procedure.** Petitions submitted to the Academic Standards Committee will be considered at an announced meeting unless circumstances require more expeditious action. If the petition requests reinstatement under Article X, or permission to complete degree requirements under Article III, section 10, the Committee will not deny or recommend denial of reinstatement, nor will it recommend that the student be administratively dismissed from the School, without offering the student an opportunity, reasonable under the circumstances, to appear personally before the Committee. With respect to other petitions, a student's request for personal appearance will be granted only in extraordinary circumstances. The Committee will notify the student of its decision in writing. Committee decisions are final and not subject to reconsideration absent compelling circumstances.

Article XIII. Work Requirements for Academic Offerings

- A. All law school academic offerings that confer credit must require an amount of work by students that reasonably approximates:
 - 1. not less than 12.5 hours (750 minutes) of classroom or direct faculty instruction per credit and 42.5 hours of total student work per credit (including classroom or direct faculty instruction), or
 - 2. at least an equivalent amount of work as required in section A.1 for other academic activities, including, but not limited to, simulation, field placement, clinical, co-curricular, and other academic work.
- A. Any academic offering that does not require a minimum of 750 minutes of in-person classroom instruction or in-person direct faculty instruction per credit is only permitted if such offering (1) is allowed by guidelines that have been issued by the JD Program Committee in relation to this Article, or (2) has been approved by the JD Program Committee or the Dean's designate.
- B. For purposes of this Article:
 - 1. An hour of student work means 50 minutes of classroom or direct faculty instruction or 60 minutes of other student work, and;
 - 2. Time devoted to required in-class examinations and in-class exercises, including midterm examinations, final examinations, and quizzes, counts as classroom or direct instruction, and time devoted to studying for examinations counts as student work.

V. **Disciplinary Regulations Governing All Students in the School of Law**

NOTE: School of Law students also are subject to the Boston University Code of Student Responsibilities, available at www.bu.edu/lifebook/university-policies/policies-code.html.

Article I. School of Law Disciplinary Action

1. **Jurisdiction over disciplinary cases.** Students at the School of Law are subject both to these Disciplinary Regulations and to the Code of Student Responsibilities of Boston University. The School of Law and the University may agree under which rules and regulations any disciplinary case is to be brought. The School of Law ordinarily will not bring any separate action with respect to a charge that is the subject of disciplinary proceedings initiated by the University.
2. **Scope of disciplinary action by the School of Law.** Disciplinary action by the School of Law is governed by these Regulations. Such action extends to the following conduct:
 - a. Conduct in violation of School of Law rules or regulations. Such conduct is defined in Article II, below.
 - b. Other conduct, including but not limited to conduct in violation of Boston University rules or public law, when such conduct is not commensurate with professional standards of conduct required of lawyers. Such conduct is defined in Article III, below. An individual shall assume student status, for purposes of these Regulations, on his/her/their official enrollment in the School, and such status shall continue until his or her permanent separation from the School by graduation, expulsion, completed withdrawal, or other like event. Misconduct in connection with an application for admission, however, shall be deemed to continue in effect through enrollment. An individual whose student status has terminated for any reason other than graduation shall remain subject to discipline under these Regulations with respect to his or her conduct while in student status. In any case, the disciplinary sanctions of expulsion and suspension shall be deemed respectively to effect permanent or temporary disqualification for readmission to the School. The Faculty retains its inherent power to take appropriate action, after such reasonable process as it may prescribe, with respect to a graduate's conduct while in student status.

Article II. Violations of School of Law Rules and Regulations

1. **General rule.** Any student who violates the School's rules may be subject to disciplinary action. The examples contained in section 2 below are not intended to be exhaustive.
2. **Specific examples.** The following are examples of School rules, the violation of which may be subject to disciplinary action.
 - a. *School of Law Academic Regulations and rules and procedures of the Law Library.* Students are expected to comply with the School of Law Academic Regulations, with any academic regulations adopted by an applicable School of

Law program, and with the rules and procedures established for the use of the Law Library. Willful or repeated failure to comply with such regulations, rules or procedures may subject a student to disciplinary action.

- b. *Classroom rules.* Students are required to comply with the rules established by members of the Faculty and other instructors at the School of Law for the conduct of their classes. An example of a rule that has been adopted and promulgated by some Faculty members for the conduct of their classes is the exclusion from class of students who arrive late or are unprepared. Should an instructor announce such a rule to students in the instructor's classes, willful or repeated failure by a student in such a class to comply with the instructor's rule may subject a student to disciplinary action.
- c. *Disruption of School of Law activities or operations.* Conduct that disrupts or impairs School of Law activities or operations may be subject to disciplinary action. The kind of conduct referred to is conduct that by itself or in conjunction with the conduct of others disrupts or impairs the effective carrying on of the activity, a result that the student knew or reasonably should have known would occur.
- d. *Damage to or abuse of School of Law property, facilities, or services.* Students are expected to make responsible and appropriate use of School of Law property and facilities, and of the services provided by the School of Law. Conduct that damages or abuses School of Law property, facilities, or services, including, for example willful damage to Law Library materials, or to furniture, classrooms, or offices, and unauthorized use of photo-copying or secretarial services, may subject a student to disciplinary action.
- e. *Plagiarism.* Plagiarism is the use, without adequate attribution, of the ideas, expressions, or work, of another. All written work, whether in preliminary or final form, submitted by a student in the course of law study, in the course of employment, or in the course of other activities, including but not limited to moot court and law journal work, whether or not related to the study or profession of law, is assumed to be the student's own work. Anything copied or paraphrased from another author or source must be appropriately identified, acknowledged, and attributed. The use of the exact language of another without identification as a direct quotation by quotation marks or otherwise is plagiarism even though the source is cited in the student's work. Absent explicit authorization from a student's professor, faculty advisor, or supervising attorney, this provision prohibits the use of content or text generated by technological tools in any written work product submitted by students in the course of law study, in the course of employment, or in the course of other activities enumerated above, without proper attribution. Violation of the rules stated in this paragraph may subject a student to disciplinary action, including suspension or expulsion. Use of the work of another without proper attribution constitutes plagiarism whether or not the writer acts with an intent to mislead or deceive. However, such intent, or the lack of it, may be considered in determining the proper sanction if a violation is established.
- f. *Multiple submission of written work without prior permission.* Students may not

- submit the same paper, or a substantial part of any paper, to more than one BU Law course without prior written permission from each instructor and the Associate Dean for Academic Affairs. Further, students must obtain the instructor's permission, after full disclosure, to submit written work if a substantial part of that work was produced either at another academic unit or in the course of employment.
- g. *Examinations.* Students must comply with all rules established for examinations, whether established by the School of Law or by the instructor giving the examination. School of Law rules for the conduct of JD students' examinations are set out in Article VII, section 5, of the Academic Regulations. Violation of the rules set for any examination, including "take-home" examinations, may subject a student to disciplinary action.
 - h. *Sales or purchase of class notes.* The sale, offering for sale, or purchase, directly or indirectly, of lecture notes, class notes, case abstracts, or similar material, acquired through attendance at the School of Law, by any student or group of students or their agents, is prohibited and may subject a student to disciplinary action.
 - i. *Recording devices.* Recording and transcribing devices. Students are prohibited from possessing devices capable of recording or transcription in the classroom, including but not limited to wearable devices, except as otherwise permitted in this Section or with Instructor Permission. Students are permitted to possess laptops, tablets, cell phones, or smart watches in the classroom unless the instructor prohibits them, but students are prohibited from using laptops, tablets, cell phones, or smart watches for recording or transcription without Instructor Permission. Student are also not permitted to share or distribute copies of any audio or video recordings or transcripts of class sessions without Instructor Permission. Contravention of this section may subject a students to disciplinary action. As used in this section, "Instructor Permission" means express permission in the course syllabus, or express written permission by the instructor to one or more students; and "recording or transcription" includes any audio, visual, or AI-assisted capture or conversion of classroom content into stored or reproducible form.
 - j. *Rules of the Career Development Office.* Students who use the services of the School of Law Career Development Office must comply with all rules established by that office. In particular, no student who has accepted an offer of employment shall use the facilities of the office to secure interviews for employment to a conflicting position, and no student who has accepted an offer of employment in a law-related position shall rescind that acceptance or accept an offer for employment to a conflicting position without first notifying the Office and discussing the matter with a representative of that Office. "Employment" refers to any position for which a student is hired, whether paid or unpaid, full-time, or part-time, summer, permanent or during the school year. Generally, only extraordinary, or unforeseen circumstances will merit reneging on a previously accepted offer. Willful or repeated violation of the requirements of this paragraph may subject a student to disciplinary action.

Article III. Unprofessional Conduct

1. **General rule.** Any student who engages in unprofessional conduct with regard to any matter, whether or not related to the School of Law or to Boston University, whether on or off campus, may be subject to disciplinary action pursuant to these Regulations.
2. **Definition.** Unprofessional conduct consists of:
 - a. illegal conduct involving moral turpitude;
 - b. conduct that involves dishonesty, fraud, or deceit; or
 - c. conduct that violates the standards of professional ethics established for lawyers or otherwise adversely reflects on the fitness of the student for admission to the bar.
3. **Specific examples.** Subject to the standard defined in section 2 above, the following are examples of conduct that may be determined to be unprofessional conduct subject to disciplinary action pursuant to these Regulations:
 - a. *Failure to comply with University rules relating to student conduct and discipline.* Students are required to comply with the rules established by Boston University relating to student conduct and discipline. For example, students are expected to comply with the University Sexual Misconduct/Title IX Policy. Willful or repeated failure to comply with such rules may be determined to be unprofessional conduct and subject a student to disciplinary action pursuant to these Regulations whether or not such conduct is also subject to disciplinary action pursuant to University rules.
 - b. *Violations of public law.* Conduct in violation of public law may be determined to be unprofessional conduct subject to disciplinary action pursuant to these Regulations whether or not such conduct is also subject to criminal or other sanctions.
 - c. *False statement.* Making a false statement in any document or record related to the study or practice of law may be the basis for disciplinary action, whether the statement is made on a document submitted to the School of Law, Boston University, or to a third party. Included within this category would be any false statement on an application for admission to the School of Law or other academic institution, on an application or other document submitted for financial aid, or on a resume submitted to a potential employer or their agent.
 - d. *Prefatory comment on harassment and discriminatory conduct.* The law school's core mission is to educate lawyers. As part of that core mission, the law school strives to instill professionalism and civility among students, faculty, and alumni. This enables students and faculty to interact and communicate respectfully, even in the face of divergent and deeply held points of view. Freedom of expression deserves no less deference. Moreover, understanding the strengths and nuances of opposing views is part of the lawyer's stock in trade. Harassment and discrimination, by contrast, undermine confidence in the legal profession and the

legal system.

- e. *Harassment or discriminatory conduct.* To engage in severe or pervasive conduct the student knows or should know constitutes discrimination on the basis of race, sex, religion, national origin, ethnicity, disability, age, sexual orientation, gender identity, marital status or socioeconomic status, or harassment, on any basis. Discrimination includes harmful verbal or physical conduct that manifests bias or prejudice toward others. Harassment includes sexual harassment and derogatory or demeaning verbal or physical conduct. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other unwelcome verbal or physical conduct of a sexual nature.
- f. *Other conduct.* Conduct defined as unprofessional conduct under section 2, above, may be subject to disciplinary action pursuant to these Regulations whether or not such conduct is related to the academic program at Boston University, and whether or not such conduct is also subject to other sanctions. These examples of unprofessional conduct are not intended to be exhaustive.
- g. *Off-Campus Conduct.* While a range of acts occurring off campus are not subject to the law school's supervision, that conduct can nevertheless reflect on a student's fitness to practice law. Indeed, the law school already gathers and reports such information to bar examiners, including, for example, criminal conduct that could reflect on a bar applicant's fitness to practice. Off-campus conduct reflecting on a student's fitness to practice can be subject to discipline, whether or not directed at a member of the law school community.

Complaints about unprofessional conduct in violation of Article III should be submitted to the Dean's Office. The process is described in Article IV (Investigation and Presentation of Charges), Article V (The Judicial Committee), Article VI (Judicial Committee Procedure and the Rights of the Student), and Article VII (Judicial Committee Decisions).

Article IV. Investigation and Presentation of Charges

1. **Preliminary investigation of reported student misconduct.** All complaints of student misconduct, including complaints involving LL.M. or other non-JD students, shall be referred to the Office of the Dean, which shall promptly conduct an investigation of the matter. At the direction of the Dean, an Associate Dean or other delegate of the Dean (hereinafter, "the Dean's Designate") shall conduct the investigation. If, after a preliminary investigation, the Dean decides that there is no current basis to proceed with the matter, no action shall be taken, and no record shall be made of the matter in the student's permanent record or upon the student's transcript. Ordinarily, in such a case, the student will not be notified of the existence of a complaint.
2. **Further investigation.** If the Dean wishes to proceed with the matter, the Dean shall notify the student of the complaint, including a brief description of the nature of the complaint, the possible charges, and the applicable Disciplinary Rules, and shall request that the student schedule a meeting with the Dean's Designate within a specified time period to review the matter. This notification shall also provide that the student may bring any person as an advisor to attend and provide support during the meeting, that the advisor

may consult with the student during the meeting but is not permitted to directly address the Dean's Designate during the meeting itself, and that the student must inform the Dean's Designate at the earliest possible opportunity that the student will be accompanied by an advisor, including the identity of the advisor. The notice shall also include the following information: (1) the student may consult with the Associate Dean for Student Affairs or the Director of an appropriate LL.M. or other non-JD program director for information concerning the Disciplinary Regulations and the disciplinary process prior to meeting with the Dean's Designate and that such Dean or Director can refer the student to persons with whom they may speak on a confidential basis; (2) if the student fails to respond or to attend such a meeting, the Dean's Designate shall proceed with the investigation; and (3) at the discretion of the Dean's Designate, this meeting may be recorded.

3. **Informal disposition.** If, in the judgment of the Dean, the report or complaint is unfounded or warrants no formal action, no action shall be taken, and no record shall be made of the matter in the student's permanent record or upon the student's transcript. The student shall be informed promptly of the Dean's determination and the matter shall be considered closed.
4. **Disposition by Stipulation.** If in the judgment of the Dean, the complaint appears to warrant disciplinary action, the Dean's Designate may, with approval of the Dean, enter into an agreement with the student to resolve the matter by a Stipulation. Any such Stipulation shall be approved by the Dean and shall clearly indicate the specific charge or charges and the sanction that the student agrees to accept. If the student proposes a Stipulation or otherwise indicates an intention to agree to a Stipulation, but the Stipulation is not signed by either the Dean's Designate or the student, evidence of such offer or initial agreement is not admissible in any Judicial Committee hearing that follows.
5. **Disposition by presentation of charges.** If, in the judgment of the Dean, the complaint appears to warrant disciplinary action, and the matter has not been resolved by Stipulation, the Dean shall direct that charges against the student be drawn and the entire matter be referred to a Judicial Committee. The Dean's Designate shall promptly prepare charges against the student and transmit such charges in writing both to the student and to the Chair of the Faculty Judicial Panel. The Dean's Designate may request the Judicial Committee, convened pursuant to Article V, for permission to amend the charges at any time prior to completion of the hearing by the Judicial Committee, but any such amendment must be made in writing within a reasonable time after the discovery of evidence supporting the amendment. The Judicial Committee shall allow such amendment if it refers to the same or a similar transaction that was the subject of the initial charge. The student shall have a reasonable time to prepare to respond to any amendment.
6. **Interim Sanction.** The Dean may withhold credit for a course or seminar, withhold the award of any honors or other academic privileges, delay the award of a degree, or suspend the student involved pending completion of an investigation and hearing of alleged student misconduct. In determining whether to withhold, delay, or suspend, the Dean shall consider the gravity of the charge and the apparent strength of the case against the student, and the feasibility of avoiding interim sanctions by expediting the disciplinary proceedings, and any special circumstances or considerations related to the student's enrollment status at the School.

Article V. The Judicial Committee

1. **Convening the Judicial Committee.** When the Dean determines that charges against any student shall be referred to a Judicial Committee, the Dean shall convene the Committee in accordance with the provisions of this Article. Except in the case of joint hearings as provided in section 2, below, a separate Judicial Committee shall be convened to hear the case of each student against whom charges are brought.
2. **Joint hearings.** Where two or more students are charged with participating in the same act or transaction, or in the same series of acts or transactions, constituting a rule violation or unprofessional conduct under these Regulations, the charges shall be referred to a single Judicial Committee for a joint hearing. If, in the judgment of the Committee, a separate hearing should be held for any reason in the case of any such student, the Committee convened to hear the charges shall hold such separate hearings as are required. If one or more, but fewer than all, students charged in a joint hearing elect to have the Committee consist solely of Faculty members as provided in section 4, below, the Faculty members of the single Committee constituted pursuant to this section shall constitute the Judicial Committee in the case of such student or students and shall hold a separate hearing or hearings as required.
3. **Composition of the Judicial Committee.** Except as provided in section 4, below, each Judicial Committee convened to hear charges brought against a student or students pursuant to these Regulations shall consist of one student and two members of the Faculty of the School of Law selected as provided in this Article. If the Chair of the Faculty Judicial Panel does not serve on a Judicial Committee, the Faculty members selected for the Committee shall elect one of their numbers to serve as Chair of the Committee.
4. **Election of a Judicial Committee consisting solely of Faculty members.** Any student against whom charges are brought pursuant to these Regulations may elect to have the Judicial Committee convened to hear the student's case consist solely of three School of Law Faculty members. Such election shall be made promptly in writing upon the student's receipt of charges.
5. **Selection of Faculty members of a Judicial Committee.** Except as provided in section 6 below, the Faculty members of each Judicial Committee shall be two members of the Faculty Judicial Panel selected by lot or, should a student elect a Judicial Committee consisting solely of faculty members pursuant to section 4 above, the three Faculty Judicial Panel members.
6. **Composition of the Faculty Judicial Panel.** The Faculty Judicial Panel consists of three members of the Faculty of the School of Law appointed by the Dean to serve for staggered terms of three years. At the beginning of each academic year, the Dean shall appoint one member of the Faculty Judicial Panel to serve as Chair and shall appoint ten alternate members of the Faculty Judicial Panel. Should it be necessary to convene more than one Judicial Committee at any given time, the Chair of the Faculty Judicial Panel may request the Dean to select one or more alternate members to serve on a Judicial Committee. If the Dean determines that the selection of alternate members is warranted, alternates shall be selected by lot from the full list of alternates. Every Judicial Committee, however, shall

have at least one member who is a full member of the Faculty Judicial Panel. Faculty members then serving as Associate Dean or Assistant Dean shall not be eligible for appointment to the Faculty Judicial Panel as full members or alternates. Vacancies shall be filled as they occur by the Dean from among the eligible members of the Faculty.

7. **Selection of the student member of a Judicial Committee.** The student member of each Judicial Committee shall be selected by lot from among the eligible members of the Student Judicial Panel established pursuant to section 8, below. A student who is then serving or has served on a Judicial Committee shall not be selected for service on a second Judicial Committee in the same academic year unless there is no other eligible student who has not also served on a Judicial Committee in that academic year.
8. **Composition of the Student Judicial Panel.** The Student Judicial Panel shall consist of twenty- five students selected by lot from among the eligible members of the second-year class during the spring semester of each year to serve for one year beginning on Commencement Day immediately following their selection and ending on Commencement Day the following year. Students who have been in good academic standing throughout their course of study at the School of Law shall be eligible to serve on the Student Judicial Panel, except that students who have been found to have violated a rule of the School of Law or to have engaged in unprofessional conduct, and students who have been in residence at the School of Law for less than one full academic year, shall not be eligible to serve on the Panel. Students selected to serve on the Panel shall have a period of one week within which to accept appointment to the Student Judicial Panel in writing. Vacancies occurring as a result of failures to accept appointments, or otherwise, shall be filled as they occur by selection by lot from among the eligible members of the third-year class in the same manner as provided for the initial establishment of the Panel.
9. **Resignation and replacement of Judicial Committee members.** The student whose case is to be heard by a Judicial Committee may bring to the attention of the Committee any facts or circumstances that would compromise or would appear to compromise the impartiality of a member of the Committee. Any member of a Judicial Committee who knows of any such facts or circumstances, whether or not presented by the student, shall resign from the Committee. Vacancies on a Judicial Committee resulting from resignations, or from failure to serve, or otherwise, shall be filled as they occur in the same manner as provided for the initial establishment of the Committee, if such vacancies occur prior to the day set for the hearing in accordance with Article VI, section 2, below. Vacancies occurring after such a date may be filled in said manner at the discretion of the Dean, provided, however, that the failure to fill such vacancies shall not prevent the Committee from taking action as provided for in these Regulations.

Article VI. Judicial Committee Procedure and the Rights of the Student

1. **Hearing date.** Upon presentation of charges against a student as provided in Article IV, above, the Judicial Committee convened to hear the charges shall promptly set the earliest possible date for a hearing by the Committee consistent with the preparation by the student of the student's defense to the charges brought before the Committee. The student is expected to appear in person for the hearing before the Committee. At the request of the student and in compelling circumstances, the Dean may permit the student to appear by electronic means.

2. **Notice to the student.** The Judicial Committee convened to hear charges against a student shall promptly inform the student of the hearing date in writing, and shall promptly transmit the following to the student:
 - a. a copy of the charges made and referred to the Committee,
 - b. copies of all supporting documents submitted to the Committee, and
 - c. a copy of these Regulations.
3. **Presentation of the case.** The Dean's Designate shall prepare the case and present the facts in the hearing before the Judicial Committee. The Dean's Designate shall have the right to be assisted by counsel.
4. **Student's right to counsel.** The student has the right to choose and to be represented by, or to be accompanied by, an advisor or counsel at all stages of the proceeding before the Judicial Committee. Members of the Faculty or Staff of the School of Law may agree in their discretion to serve as such advisors at the request of the student. The student, however, shall sign all papers and pleadings that are introduced on his or her behalf and that assert facts within the student's knowledge.
5. **Witnesses and evidence at the hearing.** Both the student and the Dean's Designate have the right to call witnesses and to introduce evidence at the hearing. Each party has the right to cross-examine any witness who testifies against that party at the hearing. Members of the Committee may also question any witnesses.
6. **The right to remain silent.** The student has the right to remain silent at the hearing. No inferences shall be drawn from a decision by the student to remain silent at the hearing.
7. **Rules of evidence and procedure.** The rules of evidence and procedure applicable to criminal and civil trials do not govern hearings before a Judicial Committee. Except as otherwise provided in this Article, the Judicial Committee may adopt such procedural rules as in the judgment of the Committee will expedite the hearing and ensure due process. The Chair of the Judicial Committee, except as otherwise provided in this Article and subject to disapproval by vote of the Committee, may make such rulings as to procedure and the admissibility of evidence as in the judgment of the Chair will expedite the hearing and ensure due process.
8. **Judicial Committee hearings.** The place of the hearing before a Judicial Committee shall be determined by the Committee. Hearings are normally closed to all except the parties and their advisors and counsel. At the request of the student, the Dean, in consultation with the Committee, may make such exceptions to this rule as the Dean, in the Dean's discretion, concludes are warranted.
9. **Recordings.** Judicial Committee hearings shall be recorded in full, and a transcript of such recording shall be made available to the student, or the student's authorized representatives, for review.

10. **Dean's recommendation.** The Dean or the Dean's Designate may recommend a sanction in the event the Judicial Committee finds that disciplinary action is warranted. The Judicial Committee may consider such recommendation in deciding which sanction, if any, to impose. No recommendation from the Dean or the Dean's Designate, however, shall bind the Judicial Committee.
11. **Effect of procedural error.** If, in the judgment of the Judicial Committee, any representative of the Dean's Office, including the Dean's Designate, has failed to comply with the obligations of the Dean's Office under this Code or has otherwise acted in a manner that unduly prejudices the student, appropriate corrective measures may be directed at any stage of the proceedings. Corrective measures shall be within the discretion of the Committee, but procedural error need not require exclusion of evidence or otherwise invalidate the proceeding or disposition of the case. The proceedings of the Judicial Committee shall not ordinarily be invalid by reason of a defective mechanical recording of the proceeding.
12. **Petition for reconsideration.** A student who has been found to have violated a disciplinary regulation may, on the discovery of new evidence, petition the Dean's Office for a rehearing based on such evidence. The petition shall set forth the nature of the new evidence and the circumstances under which it was discovered. On receipt of a petition for reconsideration, the Dean may either order a new Judicial Committee to hear the case or may deny the petition. The decision of the Dean on a petition for reconsideration shall be final.

Article VII. Judicial Committee Decisions

1. **Judicial Committee deliberations private.** After the hearing's conclusion, the Judicial Committee will deliberate in private.
2. **Majority vote required.** The Judicial Committee's decisions shall be reached by majority vote of the Committee members present and voting.
3. **Acquittal.** If a majority of the Judicial Committee determines that a rule violation or unprofessional conduct has not been established (see section 5 below), then the student shall be deemed acquitted and so notified. The charges shall be dismissed, and no record shall be made of the matter in the student's permanent record.

Rule violation or unprofessional conduct established. If a majority of the Judicial Committee decides that by clear and convincing evidence that a rule violation or unprofessional conduct has been established as charged, then the Committee shall prescribe the specific disciplinary consequences, setting forth its decision promptly in a written confidential report to the Dean. The report shall include the Committee's findings of fact as well as its conclusions with regard to the disciplinary violation and the appropriate sanction, briefly describing the factors the Committee relied on in making its conclusions. If the vote is not unanimous, the report shall note that fact and indicate whether the disagreement concerned the finding of a violation and/or the appropriate sanction; however, the student shall not be informed of the votes of the individual members of the Committee. The Dean shall promptly provide the student with a copy of the Judicial Committee's report, with notice of the right to review by a Disciplinary Review Panel.

4. **Forms of disciplinary action.** Subject to review by a Disciplinary Review Panel convened under Article VIII, the following disciplinary sanctions may be imposed pursuant to a Judicial Committee's decision:
- a. *Reprimand.* The student may receive a reprimand. The reprimand will be part of the student's permanent record but will not be noted on the student's transcript.
 - b. *Censure.* The student may receive a censure. The censure will be part of the student's permanent record and will be recorded and noted on the student's transcript.
 - c. *Suspension.* The student may be suspended from the School of Law for a determinate period with permission to return at the end of that period. The suspension will be part of the student's permanent record and will be noted on the student's transcript.
 - d. *Expulsion.* The student may be expelled. Expulsion terminates the student's studies at the School of Law. The expulsion will be part of the student's permanent record and will be noted on the student's transcript.
 - e. *Stay of sanction.* The student may petition the Dean for a stay of sanction, for example, in connection with an appeal to the Disciplinary Review Panel pursuant to Article VIII, Sec. 2. The petition may be filed before the student notifies the Dean's Office of an intent to appeal. Whether to grant such a petition is within the Dean's discretion.

The Judicial Committee may impose such other conditions as it deems appropriate. These may include, but are not limited to, notification of disciplinary action to third parties and restitution to the School of Law or other parties.

5. **Disqualification from honors.** If the Judicial Committee determines that disciplinary action is warranted, it shall determine also whether the student should be disqualified from consideration for honors upon graduation. Such a determination shall be made a part of its report.
6. **Notification to faculty member.** If the Judicial Committee determines that disciplinary action is warranted for misconduct related to any work in a course or seminar, and if that determination is not set aside by a Disciplinary Review Panel, then any faculty member responsible for grading such course or seminar will be notified and will receive a copy of the relevant disciplinary decisions. The faculty member may alter the grade of the student to take account of the disciplinary violation.
7. **Summary of decisions published.** If a Judicial Committee has determined that a student is guilty of a rule violation or unprofessional conduct, and if that determination has not been set aside by a Disciplinary Review Panel, then a brief summary of the disciplinary action shall be published within the School of Law unless the Dean determines otherwise. The summary shall not identify the student.

Article VIII. Review of Judicial Committee Decisions

1. **Composition of the Disciplinary Review Panel.** The Disciplinary Review Panel consists of three members and an alternate, appointed by the Dean, all of whom must be full-time Faculty members. On the Dean's appointment, one of the Panel members will serve as Chair. Faculty members serving on the Judicial Committee, or as Associate Dean, may not be Panel members.
2. **Procedure before the Disciplinary Review Panel.** A student found guilty of a disciplinary violation may appeal to the Disciplinary Review Panel, provided that the student notifies the Dean's Office no later than 10 calendar days after the Judicial Committee's decision. A student who chooses to appeal must submit a written statement to the Dean's Office, setting forth grounds for relief from the Judicial Committee's decision. The statement must be submitted within 30 days after the student has filed notice of intent to appeal; otherwise, the appeal will be deemed to have been abandoned. If the student files a statement, the Dean may direct a response.
3. **Standard of review for the Disciplinary Review Panel.** The Panel will review the student's statement and any response, together with the record of the Judicial Committee's proceedings. The Panel's review is not limited to issues raised by the student, but absent exceptional circumstances, the Panel may not consider evidence that the student failed to present to the Judicial Committee. The Disciplinary Review Panel shall affirm the Judicial Committee's decision unless it finds the decision either clearly erroneous or fundamentally unfair.
4. **Challenges to the composition of the Disciplinary Review Panel.** Before determination of the appeal, the student should bring to the Panel's attention, with notice to the Dean, any facts or circumstances that would compromise or appear to compromise the impartiality of a Panel member. Any Panel member who knows of any such facts or circumstances, whether or not presented by the student, should recuse himself or herself from the Panel's deliberations. If any Panel member is disqualified, then the alternate member of the Panel will serve.
5. **Disciplinary Review Panel procedure.** The Panel will deliberate in private. The Panel's decision shall be reached by majority vote of the Panel members present and voting.
6. **Disciplinary Review Panel action.** Taking into account the standard of review described in section 3 above, the Disciplinary Review Panel may:
 - a. Adopt both the Judicial Committee's finding of a violation and the disciplinary action it imposed.
 - b. Adopt the Committee's finding of a violation but determine that a lesser disciplinary action should be imposed.
 - c. Set aside, in whole or in part, the Committee's decision, either (1) dismissing all charges or (2) remanding to the Committee for rehearing as to the charges that should not be dismissed. On rehearing, the Judicial Committee may not impose more severe disciplinary action than it initially imposed.

7. **Finality.** The Panel's decision is final and not subject to further review.
8. **Notification to student.** The Disciplinary Review Panel shall transmit its decision to the Dean's Office. That Office will notify the student.

VI. BU Law Academic Calendar

BOSTON UNIVERSITY SCHOOL OF LAW CALENDAR FOR 2026/2027 ACADEMIC YEAR

FALL SEMESTER

JD First-Year Registration & Orientation	Thursday, 8/27/2026 & Friday, 8/28/2026
Upper-level Fall Semester Classes Begin	Monday, 8/31/2026
JD First-Year Fall Semester Classes Begin	Wednesday, 9/2/2026
Substitute Monday Schedule of First-Year Classes	Friday, 9/4/2026
Labor Day: All Classes Suspended	Monday, 9/7/2026
Substitute Wednesday Schedule of First-Year Classes	Friday, 9/11/2026
Fall Add/Drop Ends	Monday, 9/14/2026
Substitute Monday Schedule of First-Year Classes	Friday, 9/25/2026
Indigenous Peoples' Day: All Classes Suspended	Monday, 10/12/2026
Substitute Monday Schedule of All Classes	Tuesday, 10/13/2026
Substitute Tuesday Schedule of First-Year Classes	Friday, 10/16/2026
Substitute Thursday Schedule of First-Year Classes	Friday, 10/23/2026
Substitute Tuesday Schedule of First-Year Classes	Friday, 11/6/2026
Last Day of JD First-Year Classes	Tuesday, 11/24/2026
Substitute Friday Schedule of Classes	Wednesday, 11/25/2026
Thanksgiving Recess	Thursday, 11/26/2026–Sunday, 11/29/2026
JD First-Year Reading Period	Monday, 11/30/2026–Thursday, 12/3/2026
JD First-Year Final Exam Period	Friday, 12/4/2026–Friday, 12/18/2026
Last Day of Upper-level Classes	Thursday, 12/3/2026
JD Upper-level Reading Period	Friday, 12/4/2026 – Sunday, 12/6/2026
JD Upper-level Final Exam Period	Monday, 12/7/2026–Friday, 12/18/2026

SPRING SEMESTER

All Spring Semester Classes Begin	Monday, 1/11/2027
Martin Luther King Jr. Day: Classes Suspended	Monday, 1/18/2027
Spring Drop/Add Ends	Monday, 1/25/2027
Presidents' Day: Classes Suspended	Monday, 2/15/2027
Substitute Monday Schedule of Classes	Tuesday, 2/16/2027
Spring Recess	Saturday, 3/6/2027 - Sunday, 3/14/2027
Patriots' Day: Classes Suspended	Monday, 4/19/2027
Substitute Monday Schedule of Classes	Wednesday, 4/21/2027
Last Day of Classes	Wednesday, 4/21/2027
Reserve Make-up Day (Full Day Weather Closing)	Thursday, 4/22/2027
JD Reading Period	Friday, 4/23/2027 - Sunday, 4/25/2027
JD Final Exam Period	Monday, 4/26/2027 - Friday, 5/7/2027
The Clara Burrill Bruce Writing Competition	Saturday, 5/8/2027 - Friday, 5/21/2027
Law Convocation and All University Commencement	Sunday, 5/16/2027

TENTATIVE SUMMER 2027

Summer Session Begins	Tuesday, 5/18/2027
Summer Add/Drop Period	Tuesday, 5/18/2027 – Tuesday, 6/1/2027
Last Day to Register for Business Fundamentals	Tuesday, 6/1/2027
Summer Session Ends	Friday, 8/13/2027
Summer Exam Period	Monday, 8/16/2027–Friday, 8/20/2027

12.2.2025; Subject to change.