

ACADEMIC REGULATIONS



REVISIONS TO THE ACADEMIC REGULATIONS MAY BE MADE ONLY BY VOTE OF THE FACULTY.

THE OFFICIAL VERSION OF THE ACADEMIC REGULATIONS IS POSTED ON THE VERMONT LAW SCHOOL NETWORK AT [K:\COURSE INFO\ACADEMIC REGULATIONS](#). ANY REVISIONS MADE DURING THE YEAR WILL BE POSTED AT THAT SITE. REVISIONS TO PAPER COPIES OF THE REGULATIONS, INCLUDING THE STUDENT HANDBOOK, WILL BE MADE AT THE BEGINNING OF EACH ACADEMIC YEAR.

Amended April 9, 2009

ACADEMIC REGULATIONS

Adopted April 20, 2000, as amended through April 9, 2009

I. INTRODUCTION

A. GENERAL

These regulations apply to all persons taking courses at, or through, Vermont Law School. They apply to students who are candidates for degrees, to students taking courses for credit, and to students auditing courses. All students taking courses at, or through, Vermont Law School are deemed to have notice of these regulations.

B. NOTICE

The official version of the academic regulations is posted on the Vermont Law school network at <k:\course info\academic regulations>. Any revisions made during the year will be posted at that site. These regulations are also included in the student handbook. Revisions to paper copies of the regulations, including the student handbook, will be made at the beginning of each academic year.

C. AMENDMENT

1. General

Except as provided in the following paragraph, amendments to these regulations may be made by a majority of the voting faculty at a regular or special faculty meeting provided a notice of the proposed amendment has been given to each individual member of the voting faculty at least seven calendar days before the meeting.

2. Conforming Amendments

The Registrar, in consultation with the Committee on Standards, may amend these regulations without faculty approval whenever necessary to conform these regulations to the addition or deletion of courses from the curriculum, to changes in course names, and to changes in title and position of faculty, staff, or administration. The Registrar may also amend these regulations without faculty approval to correct punctuation, grammar, spelling, typographical errors, and inconsistencies between approved amendments and existing regulations.

II. JURIS DOCTOR DEGREE (JD)

A. REQUIREMENTS FOR THE DEGREE

1. General

The degree of Juris Doctor (JD) is granted for regular attendance and satisfactory completion of the prescribed course of study which includes a minimum of eighty-seven¹ semester hours and a cumulative grade point average of 2.20.²

2. Course Requirements

- a. Of the 87 semester hours required for the degree, satisfactory completion of the following courses is required: Appellate Advocacy; Civil Procedure I and II; Constitutional Law I and II; Contracts; Criminal Law; Evidence,³ Legal Profession; Legal Reasoning, Writing, and Research; Legal Writing II: Theory & Practice; Property; and Torts.

Satisfactory completion of two of the following courses is also required: Corporations, Criminal Procedure (either Constitutional Criminal Procedure or Criminal Practice and Procedure), Estates, Family Law or General Practice Program I: Domestic Relations, Remedies, and Sales.⁴

Except as noted in subsections b, c, and d of this regulation and in regulation II.D.5.b., all other courses are elective.

- b. Each student is also required to satisfactorily complete one perspective course. Perspective courses substantially and systematically expose

¹ The increase to 87 credits from 84 credits is effective for students entering the JD program in or after August 2005. Students who began the JD program before August 2005 are required to satisfactorily complete 84 credits.

² The requirement of a 2.20 cumulative grade point average is effective for students who matriculate into the JD program after July 1, 2007. For students who matriculated into the JD program before this date, the required cumulative grade point average is 2.00.

³ Evidence is required for students who matriculate into the JD program after July 1, 2007.

⁴ These courses are required for students who matriculate into the JD program after July 1, 2007.

students to the broader foundations of law, including its social, cultural, historical, philosophical, comparative, or scientific contexts. The courses which satisfy this requirement change from time to time; a list of courses which currently satisfy this requirement is published each year the registration handbook.

- c. Each student must also satisfactorily complete at least one course that focuses on the development of skills and their application to the solving of actual or simulated problems. A list of the courses which currently satisfy this requirement is also published each year the registration handbook.
- d. Satisfactory completion of the Advanced Legal Writing Requirement (AWR) is also a graduation requirement. A student must submit a written project which a regular faculty member determines would receive a grade of C or better were it the sole basis of grading in a course for two or more credits. The student may submit a project:
 - (1) In satisfaction of any written requirement in any course or Independent Research Project⁵ which a regular faculty member has certified as meeting the provisions of the Advanced Legal Writing Requirement; or in completion of any project, whether or not submitted for academic credit, which a regular faculty member has certified as meeting the provisions of the Advanced Legal Writing Requirement.
 - (2) In advance of the start of each student's fifth semester,⁶ the student must notify the Registrar in writing as to (1) whether the Advanced Legal Writing Requirement has been met, (2) how the student plans to satisfy the requirement, or (3) if no decision has been made as to how to satisfy the requirement, the fact that the student has spoken with a member of the faculty to discuss ways of satisfying the requirement, in which case the statement must be signed by the faculty member. In addition, every student must either satisfy the requirement prior to the beginning of the student's sixth semester or file with the Registrar a statement approved by a regular faculty member

⁵ Guidelines for Independent Research Projects are found at regulation II.C.

⁶ The usual period of study to obtain the JD degree is six semesters extended over three academic years. Regulation II.A.5.b. For students pursuing an accelerated or extended scheduling option or for students in certain joint or dual degrees, the term "sixth semester" as used throughout these regulations means the student's final semester in the JD program at the end of which the student is awarded the JD degree. The term "fifth semester" means the preceding the final semester in the JD program.

setting forth the particulars of the project which the student intends to complete to satisfy the requirement.

- (3) **PURPOSE:** The purpose of the Advanced Legal Writing Requirement is to provide each student with an opportunity to enhance his or her writing skills on a more sophisticated project than is afforded in the first year and appellate advocacy writing programs, preferably in an area of law of his or her choosing, and with the assistance of detailed and individualized feedback from a member of the faculty. Close interaction between student and instructor is considered essential to the success of this program, the focus of which should include the substantive content of the student's work, the quality of his or her writing, and the process by which the student organizes and develops ideas, conducts research, and writes.
- (4) **GENERAL GUIDELINES:** The following guidelines set forth the criteria to be used generally in designing a student's project and in structuring faculty supervision of the project. Both faculty and students are urged to abide by these guidelines except where special circumstances, which allow the goal of the AWR program to be served in some other way, justify variance from them. In this connection, the fact that an AWR project is written in conjunction with a seminar does not, without more, justify departure from these guidelines.
 - (a) **Genre:** A project need not culminate in any particular genre of legal writing to be satisfactory. Such diverse projects as law review articles, advanced moot court briefs, seminar papers, proposed statutes with comment, or other projects might serve as appropriate vehicles for demonstrating one's competence for Advanced Legal Writing. The determinative criteria are the project's requirements for research, analysis, and writing.
 - (b) **Length:** No particular length is required, although most projects have been in the range of 20 to 30 pages. In any event, the length should be such that the student be required to demonstrate such fundamental writing skills as grammar, syntax, organization, clarity of expression, and ability to present fully the message of the project in a well-reasoned fashion.
 - (c) **Drafts:** Each project should require, in addition to the final draft, at least one detailed outline and one preliminary draft, or two preliminary drafts of the final product. In addition, the student and the faculty

supervisor should complete a written evaluation at the end of the term, focusing on the quality of the student's work, on improvement in the student's skills, and on the quality of the learning process. Outlines, if required, and preliminary and final drafts should be reviewed and critiqued by the certifying faculty member. The final product should reflect consideration of the comments and critiques of the faculty member.

- (d) Collaborative Efforts: Some projects may involve the collaborative efforts of two or more students. In such instances, the individual student must be able to identify his or her contributions to the research, analysis, and writing incorporated in the drafts and final project. The certifying instructor should take such steps as he or she deems necessary to insure that each student within the group has demonstrated competence in research, analysis, and writing.
- (e) Meeting: Every faculty supervisor and student may expect each other to be available for a minimum of four face-to-face meetings during the semester to discuss the student's project.
- (f) Supervision: Faculty supervision should be directed at improving the student's skills in the following areas, the attention paid to each item to be a function of the student's individual needs: (i) fundamentals of writing (grammar, syntax, organization, and clarity of expression), (ii) legal analysis, (iii) legal research and (iv) capacity for self-reflection and self-evaluation on both the quality of the student's work and the process of learning involved in the project.
- (g) Supervision by Adjuncts: Adjunct faculty may not supervise an advanced legal writing project unless (1) the project is done in satisfaction of course requirements in a course taught by the adjunct that the Vice Dean for Academic Affairs has approved in advance of the semester in which it is offered as appropriate for advanced legal writing credit or (2) the Vice Dean for Academic Affairs approves the specific project in advance of commencement of the project. In all such cases, the student must draft, and the adjunct faculty supervisor and the Vice Dean for Academic Affairs approve, a contract for the project containing the information required for independent legal research projects. See regulation II.C.3.

e. Non-JD Courses

Except as noted below, JD students may enroll in only one non-law course. Credits so earned will be applied toward the 87 semester hours required for the Juris Doctor degree.

JD students may enroll in non-law courses in any joint or dual degree program or exchange program as approved by the faculty or the Committee on Standards.⁷

3. Course Load

The following restrictions apply to all JD students. No exceptions are allowed without prior written approval of the Committee on Standards.

The minimum course load is 10 hours per semester, and the maximum course load is 17 hours per semester.⁸

Although there is no per semester “classroom hour” requirement, students must in the course of six semesters complete a minimum of 65 credits of course work requiring actual attendance at regularly scheduled class sessions. Academic credit awarded for the Environmental Semester in Washington practicum (11 credits), Independent Research Projects, part-time JD externships, the Judicial Externship practicum (11 credits), Law Review, the Legislative Clinic, Mediation Field Work, the Semester in Practice practicum (11 credits), and the Vermont Journal of Environmental Law, does not satisfy this requirement. In addition, academic credit awarded for courses taken at academic institutions, other than A.B.A. accredited law schools, does not satisfy this “classroom hours” requirement. This includes courses taken at the Yale School of Forestry and Environmental Science, Carnegie Mellon University, the Tuck School of Business at Dartmouth College, the Thunderbird School of Global Management, and Cambridge University. Courses taken through exchange and dual degree programs with the University of Cergy-Pointoise Faculty of Law, the University of Paris 13

⁷ The number of credits of non-law courses may be different depending on the joint or dual degree or exchange program. Students pursuing any of these programs should consult with the Assistant Dean for Academic Affairs or the Director of International and Comparative Law Programs.

⁸ Students who must complete only 84 credits for the JD degree are limited to a maximum course load of 16 JD hours per semester.

The maximum course load of 17 credits is mandated by the American Bar Association and may not be waived.

Faculty of Law, the University of Trento Faculty of Law, the University of Seville, and the McGill University Faculty of Law are, however, considered “classroom hours.”

4. Employment

A student may not be employed more than 20 hours per week in any week in which the student is enrolled in more than twelve class hours.

5. Residence Requirement

- a. Three years “residence” (six semesters) is required for the JD degree. To receive residence credit for a particular semester, the student must receive credit for at least 10 hours (the minimum course load).
- b. The usual period of study to obtain the JD degree is three years (six semesters).⁹
 - (1) A student may extend this time period to four years (eight semesters) by taking a reduced course load or pursuing an extended scheduling option.
 - (2) A student may also extend this time period by requesting a leave of absence. The Registrar may grant leaves of absence, other than medical leaves of absence, for two semesters; all other requests for leaves of absence must be addressed to the Committee on Standards. Under no circumstances will the Committee on Standards grant a request for a leave of absence, including a medical leave of absence, that extends the period of study beyond seven years.
 - (3) A student pursuing the accelerated scheduling option must also complete a minimum of six semesters. (For purposes of this regulation, a summer session will count as one semester.)
- c. To obtain the degree from Vermont Law School, a student must be in residence at Vermont Law School, or at a school with which Vermont Law School has an exchange program, for the last four semesters.

⁹ For students pursuing an accelerated or extended scheduling option or for students in certain joint or dual degrees, the term “sixth semester” as used throughout these regulations means the student’s final semester in the JD program at the end of which the student is awarded the JD degree. The term “fifth semester” means the preceding the final semester in the JD program.

A student pursuing the accelerated scheduling option must also be in residence for the last four semesters. (For purposes of this regulation, a summer session will count as one semester.)

No exceptions will be made except for an unforeseeable change of circumstance of an emergency nature.

- (1) A desire to enroll in an academic program not offered at Vermont Law School (or its exchange program) is not considered an unforeseeable change of circumstance of an emergency nature.
 - (2) A desire to avoid separation from a spouse or partner will not ordinarily be considered an unforeseeable change of circumstances of an emergency nature.
- d. No residence credit is granted for Vermont Law School's summer sessions or for attendance at another law school unless part of an exchange program as provided under 5.c. above or unless the student is pursuing the accelerated scheduling option.

6. Accelerated Scheduling Option

Vermont Law School offers a flexible scheduling option that will allow JD students to accelerate graduation. This option allows a limited number of students to complete the JD degree in five semesters plus at least one summer session or in four semesters and two summer sessions.

a. Eligibility:

- (1) Interested students should apply after completing their first semester of law school and no later than during the fall semester of their second year. After that, admission to the program will be granted only in exceptional circumstances, upon petition to the Committee on Standards.
- (2) Applicants must be in the upper half of the class at the time of application.
- (3) There is an enrollment limit of 50 students.
- (4) Preference will be given to students in VLS's dual degree programs.
- (5) Applicants must obtain financial counseling, career services counseling and academic counseling. Application without the signatures of the designated counselors will be rejected.

- b. Tuition: summer sessions will be billed at the same rate as fall and spring semesters. Thus, the overall tuition cost for the accelerated option is the same as the regular JD program.

- c. Impact on academic standing: students in the accelerated option will not receive a class rank and will not be eligible for the Learned Hand Award (granted to the student graduating with the highest grade point average at the end of the fifth semester).
- d. Impact on extra-curricular activities: students in the accelerated option will not be eligible for participation in Law Review, VJEL, and extra-mural moot court competitions.

7. Extended Scheduling Option

Vermont Law School offers a flexible scheduling option that will allow JD students to extend the JD program over 8 semesters.

- a. Eligibility: Interested students should apply prior to the commencement of their first year in the JD program. After that, admission will be granted only in exceptional circumstances, upon petition to the Committee on Standards.
- b. The minimum course load for participants in the extended scheduling option is 10 credits. No exceptions are allowed without prior written approval of the Committee on Standards. The maximum load is 12 credits. The maximum load restriction may be modified by the Assistant Dean for Academic Affairs or the Assistant Dean's designee.
- c. The extended schedule course modifies the standard schedule as follows:
 - First Year: Torts; Contracts; Property; Criminal Law; Legal Reasoning, Writing, and Research; and Legal Writing II.
 - Second Year: Constitutional Law I and II; Civil Procedure I and II; plus upper level courses. Students cannot enroll in Appellate Advocacy until completion of Constitutional Law I and II, except with prior approval of the Assistant Dean of Academic Affairs and the Director of Legal Writing.
- d. Tuition: students agreeing to remain enrolled in the extended scheduling option for 8 semesters will be billed 80% of the standard tuition fee each semester.
- e. Impact on academic standing: students in the extended scheduling option will be ranked only after completion of their second year.
- f. Impact on extra-curricular activities: students in the extended scheduling option will be eligible for participation in Law Review, VJEL and extra-mural moot court competitions only after completion of their second year.

8. Transfer of Credit and Credit for Summer Courses

- a. A student accepted for transfer to Vermont Law School may receive equivalent course and residence credit for work at another ABA-approved law school. No more than one year's residence credit may be transferred and only courses for which the student has received a grade of C or better will transfer. The courses taken, grades, and credit earned at the prior law school will be noted on the Vermont Law School transcript but not included in the student's Vermont Law School grade point average.

If a student has not been enrolled in an ABA-approved law school within the two years preceding application to Vermont Law School, the student will not be accepted as a transfer student. Students who do not qualify as transfer students under this paragraph may apply for admission as first-year students.

- b. A student at Vermont Law School who takes courses at another ABA-approved law school or programs of such school may be granted credit provided the courses do not duplicate courses taken at Vermont Law School and meet the Vermont Law School grade and academic standards provided in these academic regulations. The courses taken, grades, and total credits earned will be recorded on the student's Vermont Law School transcript, but course grades will not be included in the student's Vermont Law School grade point average. The student must provide the Registrar with an official transcript showing the grades earned at the other institution. Students are strongly encouraged to consult the Registrar before enrolling in courses at another ABA-approved law school to ensure compliance with this regulation.
- c. A student at Vermont Law School will be granted hour credit for summer courses satisfactorily completed at Vermont Law School. Grades for such courses are noted on the Vermont Law School transcript and are included in the grade point average. No residence credit is granted except as provided in regulation II.A.6.
- d. A student will not be granted credit for courses completed prior to the student's matriculation as a candidate for the JD degree at an ABA-approved law school.

B. EXPERIENTIAL PROGRAMS

1. General

Experiential Programs are those programs where students have the opportunity to learn substantive and procedural law, legal reasoning and analysis, and problem identification and solving by working with real world experiences, including the South Royalton Legal Clinic, the Environmental and Natural Resources Law Clinic, Mediation Field Work, the Legislative Clinic, the full-time JD externship programs (Semester in Practice, Environmental Semester in Washington, and Judicial Externship programs), and the part-time JD externship program.

Students are permitted to enroll in the Semester in Practice program, the Environmental Semester in Washington program, or the Judicial Externship program only in the fourth or fifth semester unless a student is a participant in and obtains the approval of the Director of the General Practice program, the International and Comparative Law Certificate program, or the Dual JD/M.E.M. program with the Yale School of Forestry.¹⁰ Students are permitted to enroll in other experiential programs in the fourth, fifth, or sixth semester and are encouraged to enroll in the fourth or fifth semester.

All the experiential programs are limited enrollment programs. The specific limits are described each year in the Registration Handbook. Preference will be given to students who have not had a previous experiential course. Although the part-time JD externship program is not a limited enrollment program *per se*, enrollment is limited to the number of students the faculty is able to supervise adequately each semester.

2. Limitations

- a. A student must complete a minimum of 65 credits of course work requiring actual attendance at regularly scheduled class sessions. Academic credit awarded for Independent Research Projects, the Vermont Law Review, the Legislative Clinic, Mediation Field Work, the Vermont Journal of Environmental Law, the part-time JD externship program, and the practicum (11 credits) of the full-time JD externship programs (the Semester in Practice, the Environmental Semester in Washington, and the Judicial Externship) does not satisfy this requirement. In addition, academic credit awarded for courses taken at academic institutions, other than A.B.A. accredited law schools, does not satisfy this “classroom hours” requirement. This includes courses taken at the Yale School of Forestry and Environmental Science, Carnegie Mellon University, the Tuck School of Business at Dartmouth College, the Thunderbird School of Global Management, and Cambridge University. Courses taken through

¹⁰ Students who were enrolled in the JD program prior to July 1, 2007, are permitted to enroll in the Semester in Practice program the Environmental Semester in Washington program, or the Judicial Externship program in their sixth semester.

exchange and dual degree programs with the University of Cergy-Pointoise Faculty of Law, the University of Paris 13 Faculty of Law, the University of Trento Faculty of Law, the University of Seville, and the McGill University Faculty of Law are, however, considered “classroom hours.”

- b. A student may not receive more than 19 credits toward graduation from enrollment in experiential programs. For purposes of this regulation, “experiential programs” means the South Royalton Legal Clinic, the Environmental and Natural Resources Law Clinic, the Judicial Externship Program, the Semester in Practice/Environmental Semester in Washington Program, the Part-Time JD Externship Program, the Legislative Clinic, and the Mediation Field Work Program. This limitation applies to all credits earned in experiential programs whether classified as classroom or non-classroom credits.
- c. A student may not:
 - (1) enroll in more than one experiential program in any one semester;
 - (2) enroll in an experiential program that substantially repeats the experience gained in the same or another experiential program;
 - (3) enroll in a part-time JD externship beyond a distance where the student is able to be present on campus to attend the part-time JD externship seminar during the externship semester;
 - (4) except for the part-time JD externship program, enroll in the same experiential program more than once;
 - (5) enroll in more than one externship program (either part-time or full-time) with the same field supervisor or mentor or at the same externship site unless the second externship will provide a qualitatively different experience;
 - (6) enroll in an experiential program with a field supervisor or mentor or at the same externship site with which the student has had an employment relationship or has worked as a volunteer unless the program will provide a qualitatively different or broader learning experience than the student has had as a volunteer or an employee; or
 - (7) receive a salary for an experiential program for which academic credit is granted. (Remuneration for expenses is allowed to the extent permitted by the ABA.)

- d. Field supervisors (for the part-time JD externship program) and mentors (for the full-time JD externship programs) must have a law degree (or be admitted through clerkship in Vermont). This applies whether the mentor is working in a governmental agency, nonprofit organization, private law firm, for-profit corporation, or as a judge.
3. Part-Time JD Externship Program
 - a. Goals
 - (1) To give students the opportunity to participate in a range of lawyering tasks so that they develop an improved understanding of the legal process and of legal problems at all stages of resolution.
 - (2) To allow students to perform work within a structured workload, which should include responsibility for routine or major court litigation, or for certain well-defined topic areas that are typically dealt with in an externship.
 - (3) To allow students, to the extent permitted by law, to engage in active, supervised representation of clients before courts and other forums, with accompanying research, writing, and other lawyering responsibilities.
 - (4) To provide students with regularly scheduled field supervision and faculty supervision, including discussions of work problems and development, in order to enable students and supervisors to reflect upon and evaluate the student's experiences with the process.
 - (5) To give students an ability to develop new or heightened understanding of an area of substantive law which they may be unable to pursue at Vermont Law School.
 - b. Basic Requirements of Student Eligibility
 - (1) Students in good academic standing may elect to enroll in the part-time externship program beginning in the fourth semester of law school.
 - (2) Students will not ordinarily be allowed to enroll in a part-time externship where they have previously worked as a volunteer or an employee unless the externship will provide a qualitatively different or broader learning experience.

- (3) Certain externships may require particular skills, course prerequisites, or academic standing (as defined by the field supervisor together with the part-time externship program director), and only students having such skills, course prerequisites, or academic standing will be eligible for such externships.
- (4) Students may only enroll for one externship per semester and may not enroll twice in a part-time externship with the same field supervisor or at the same externship site.

c. Procedures for Creating Part-time Externships

- (1) Part-time externships may be suggested in three ways: by attorneys or judges contacting the law school; by solicitation from the law school to an attorney or judge; and by student initiative.
- (2) Whether initiated by the potential field supervisor, law school, or student, each externship must be approved by the process described below before any student may enroll in the externship.
 - (a) The proposed field supervisor must complete a Site Description (available from Vermont Law School) which describes the type(s) of legal work performed at the field supervisor's place of employment and the experience and background of the proposed field supervisor.
 - (b) The Site Description must be reviewed by the part-time externship program director. Such review shall include a personal or telephone discussion between the part-time externship program director and the proposed field supervisor. As part of the process of creating an externship, the field supervisor and the part-time externship program director must also agree upon what prerequisite courses, skills, or academic standing shall be required for eligibility. It is Vermont Law School's intent to make externships available to any interested student. Therefore, field supervisors should be discouraged from setting exclusionary requirements upon student eligibility that are not necessary in terms of the work a student will be asked to perform. Such requirements that the part-time externship program director agrees are reasonably related to the tasks at hand are permitted.
 - (c) The Site Description of any approved externship shall be filed in the office of the part-time externship program
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director and will be available for review by students considering externships.

- (d) Any student interested in enrolling in a part-time externship must first:
 - (i) meet with the part-time externship program director and discuss possible externships;
 - (ii) review information on existing externships as appropriate;
 - (iii) obtain the approval of the part-time externship program director; and
 - (iv) secure a faculty sponsor.
- (e) Having obtained a faculty sponsor, the student may approach the agreed upon potential field supervisor(s) regarding an externship.
- (f) If none of the first identified field supervisors agree to supervise the student, the student must return to the part-time externship program director for further suggestions and a repeat of the process if the student and faculty sponsor both agree.

d. Responsibilities of Field Supervisors

- (1) Complete Site Description and interview with the part-time externship program director.
- (2) Review the student's Learning Plan and help the student to develop mechanisms to reach his or her goals.
- (3) Meet regularly with the student to help the student reflect on his or her learning along the lines suggested in the Handbook.
- (4) Keep the faculty sponsor apprised of the student's progress on a regular basis.
- (5) Complete periodic and final evaluations of the student's work and learning. Discuss evaluations with the student and send a copy to the faculty sponsor.

e. Responsibilities of Faculty Sponsors

- (1) Review with each student the student's goals for the externship, help students develop a Learning Plan, and help keep those plans academically challenging yet realistic.
- (2) Discuss any proposed field supervisor with whom the faculty sponsor has not had previous experience with the part-time externship program director.
- (3) Once having agreed to sponsor an externship:
 - (a) talk with the field supervisor before the beginning of the externship;
 - (b) talk again with the field supervisor at regular intervals throughout the semester;
 - (c) periodically visit the externship site in coordination with the part-time externship program director;
 - (d) review the student's draft Learning Plan;
 - (e) review the student's journal, updated Learning Plan and selected work product;
 - (f) meet with the student 30 minutes bi-weekly to discuss the externship and help reflect upon the student's experience;
 - (g) review the student's and field supervisor's evaluations (both periodic and final) and, after any editing necessary for confidentiality, send the part-time externship program director copies of the same with any comments the faculty sponsor has regarding the continuing value to future students of working with this field supervisor; and
 - (h) recommend pass or fail.
- (4) The number of credits available for a part-time externship shall be determined by the faculty sponsor in consultation with the field supervisor at the time of approval of the externship. Any number of credits from two to six may be set, depending upon the amount of student time required by the project, such credit to be figured at the rate of three hours of student time per week per credit. Credits greater than six require approval of the Vice Dean for Academic Affairs (after consultation between said Dean and the part-time externship program director). Such approval shall not ordinarily be granted.

- f. Responsibilities of Part-Time Externship Program Director
- (1) Maintain individual files for all potential field supervisors for the part-time JD externship program.
 - (2) Counsel students considering externships (this includes helping students to develop a clear understanding of their own goals for the externship and assisting in the drafting of a Learning Plan).
 - (3) Develop new externships as necessary.
 - (4) Offer training in supervision of legal work to field supervisors.
 - (5) Provide an orientation to students prior to the beginning of each semester.
 - (6) Coordinate periodic site visits with the faculty sponsor.
 - (7) The part-time externship program director shall be a member of the faculty.

g. Responsibilities of Students

- (1) Meet with the part-time externship program director and agree on one or more potential field supervisors with whom the student may wish to intern.
- (2) Carefully review the information on potential field supervisors.
- (3) Find a faculty sponsor.
- (4) Approach the potential field supervisor and interview him or her.
- (5) Inform the faculty sponsor and the part-time externship program director of the proposed agreement with the field supervisor.
- (6) Students are expected to contact the part-time externship program director, the field supervisor, and the faculty sponsor as early as possible in the semester preceding the externship semester, but no later than four weeks prior to the beginning of the externship semester.
- (7) Complete a draft Learning Plan. Discuss with faculty sponsor and finalize with field supervisor. All paperwork must be completed no later than the first class day of the semester.

- (8) Attend the required orientation offered by the part-time externship program director.
- (9) Meet regularly with the field supervisor.
- (10) Meet regularly with the faculty sponsor.
- (11) Provide the faculty sponsor with journals, selected work product, and (at mid-externship) a revised Learning Plan.
- (12) Write a final evaluation of the externship.
- (13) Carry out a part-time (requisite hours needed per week per credit) 15 week work commitment.
- (14) Attend the part-time JD externship seminar as scheduled.

h. Who May Serve as a Faculty Sponsor

- (1) Any member of the regular faculty holding the title of Professor, Associate Professor, or Assistant Professor.
- (2) Any member of the adjunct or visiting faculty with the consent of the Vice Dean for Academic Affairs (but no adjunct or visiting faculty member may serve as faculty sponsor and field supervisor simultaneously).

i. List of Frequently Asked Questions

A list of most frequently asked questions about the part-time JD externship program has been prepared by the part-time externship program director. Any student considering this program should obtain a copy of this handbook and read it in conjunction with regulation II.B.3.

4. Full-Time JD Externship Programs

The full-time JD externship programs include the Semester in Practice (S.I.P.), the Environmental Semester in Washington (E.S.W.), and the Judicial Externship programs.

a. The goals of the Semester in Practice and the Environmental Semester in Washington programs are:

- (1) To give students interested in an area of substantive law not offered at Vermont Law School an opportunity to learn that
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area through work with practitioners specializing or practicing in it.

- (2) To permit students to develop an area of substantive law expertise beyond the level available through courses at Vermont Law School.
- (3) To give students an opportunity through experiential application to gain familiarity with or mastery of lawyering skills beyond the level available through courses at Vermont Law School.
- (4) To give students intensive research, writing, and/or analytic problem solving opportunities in the context of whole cases.
- (5) To give students sufficient legal experience to improve their understanding and retention of materials and skills taught in the classroom.

b. The goals of the Judicial Externship program are:

- (1) To give students who might otherwise not have it the opportunity to clerk for a judge.
- (2) To give students an understanding of the process of judicial decision-making.
- (3) To allow students to observe the complexity of ethical rules in a real world setting and to develop a sense of professional responsibility through an understanding of the Code of Judicial Conduct and the Rules of Professional Conduct as they apply to the legal work students observe.
- (4) To give students the opportunity to refine and develop lawyering skills including research, analytical writing, and critical thinking in a judicial context.
- (5) To give students the opportunity to develop reflective lawyering skills by engaging in self-directed learning.
- (6) To become a collaborative practitioner by learning to work with, and learn from, other people in the court system.
- (7) To gain insight into the legal system including fairness and justice within the legal system, the role of the lawyer in the legal system, and constraints upon the judiciary.

c. Overview

The Vermont Law School faculty is supportive of students' desire to learn important lawyering skills in the context of the practicum. These guidelines have been drafted to insure that students thoughtfully undertake the decision to engage in the program, that the program promotes the student's overall learning goals, and that the match selected provides adequate supervision by a capable, experienced mentor.

- (1) Most externship sites are located between Montreal, Quebec, and Washington, D.C. The program director has discretion to approve or disprove an externship with a mentor beyond that corridor (*i.e.*, at a "distant" site). Mentors are selected by Vermont Law School. (Students do not identify mentors.)
- (2) Thirteen credits will be granted for completion of fifteen weeks of participation in the full-time externship program. Eleven clinical credits are awarded for the practicum component. Two classroom credits are awarded for the classroom component.
- (3) During the full-time externship program, a student may take up to three additional academic credits, so long as the undertaking of such additional work is approved by both the full-time externship program director and the mentor prior to initiation of the externship.
- (4) Remuneration in the form of salaries is not permitted. Living and travel expenses are allowed to the extent permitted by the ABA.
- (5) Students with no experiential experience shall have preference in enrollment should it be necessary to avoid over-enrollment.
- (6) A member of the faculty shall direct each of the full-time externship programs.

d. Student Qualifications and Requirements

- (1) A student may participate in the full-time externship program in his or her fourth or fifth semester and, in special circumstances, in the sixth semester.¹¹ Ordinarily, a student with a GPA below 2.4 will not be allowed to enroll.¹² The appropriate full-time

¹¹ See regulation II.B.1.

¹² The 2.4 GPA requirement does not apply to the class of 2009.

externship program director has the discretion to deny admission to any student not prepared to enroll in the program.

- (2) The student must take a minimum of 65 classroom hours, as defined by the ABA, to receive a JD degree from Vermont Law School. (Students are responsible for determining the number of classroom hours required by the bar of the state where they intend to practice.) See regulation II.A.3. for a definition of classroom hours.
- (3) Students participating in the fourth semester must have completed 42-credit hours before beginning the full-time externship program. Students participating in the fifth semester must have completed 58 credit hours before beginning the program. Students participating in the sixth semester must have completed all other requirements for graduation and have only 13 or fewer hours outstanding before a degree can be granted, unless additional academic credits are approved under regulation II.B.4.c.
- (4) Joint-degree and dual-degree students must receive prior approval from the joint-degree or dual-degree program director, or the director's designee, in addition to the full-time externship program director's approval, before enrolling in a full-time externship program.
- (5) Particular externships may require course(s) or skills prerequisites beyond those listed above. A student must have met all special requirements listed for the externship sought.

e. Criteria for Approval of Student Request

The student interested in enrolling in the full-time externship program must, in advance of the semester preceding the semester in which they wish to enroll, attend an informational meeting and complete the initial student request form (see the F.A.Q. Handbook for more details). After submission of the student request form, the student and the full-time externship program director will discuss potential matches. (Students are not encouraged to identify their own potential mentor.) The Director will consider the following in approving a match:

- (1) the student's ability to do the work required by the externship;
- (2) the student's dependability, reliability, maturity, and adaptability;

- (3) the role of the proposed externship in the student's overall curriculum plan; and
 - (4) the information provided by the student's references.
- f. Responsibilities of Student During Externship:
- (1) Carry out a full-time, 15-week work commitment.
 - (2) Within the guidelines established in the F.A.Q. Handbook, meet with the full-time externship program director, prepare a semester's learning plan and review all forms developed by Vermont Law School for use in connection with the student's participation in the full-time externship program.
 - (3) Provide the Director with daily journals, time sheets, and four revisions of the Semester's Plan, each of which describes externship activities and includes any relevant work product (consistent with the site's confidentiality obligations).
 - (4) Attend 28 hours of class during the semester.
 - (5) Submit a final paper to the full-time externship director reflecting on the externship experience and evaluating the knowledge gained through the externship.
 - (6) Prepare an evaluation of the program, the full-time externship program director, and the mentor at the end of the semester.
- g. Responsibilities of Full-Time Externship Program Director:
- (1) Approve student enrollment (provide a list of approved students to the Registrar).
 - (2) Prior to the end of the previous semester, discuss with the student all materials developed by Vermont Law School for use in connection with the student's participation in the full-time externship program.
 - (3) Teach a 2-credit class.
 - (4) Assure receipt of:
 - (a) semester's curricular plan (submitted at the end of 4, 8, 12 weeks);
 - (b) student's relevant work product (as appropriate);
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- (c) student's final report; and
 - (d) student's paper.
 - (5) Review materials received from student and mentor.
 - (6) Respond generally to student extern's needs and problems during the externship.
 - (7) Conduct a site visit during the semester.
- h. Responsibilities of the Mentor:

The mentor is committed to providing a high quality experience for the student extern. To that end, the mentor will:

- (1) assist the student with preparation of the semester's curricular plan;
- (2) provide responsible, challenging assignments;
- (3) fully discuss each assigned task with the student at the time of assignment and set learning objectives for each major task;
- (4) permit exposure to the development of policy and tactics on assigned projects where feasible;
- (5) insure participation in all available activities including in-house meetings, client meetings, contact with opposing counsel, judges' conferences, staff meetings, and document review;
- (6) insure supervisor's accessibility;
- (7) avoid assignment of clerical tasks;
- (8) provide extensive oral and written feedback on all major work;
- (9) meet regularly to review student's progress, to discuss upcoming work, and revise the student's curricular plan as appropriate;
- (10) using the Vermont Law School provided format, evaluate student's performance and send a copy of the evaluation to the full-time externship program director; and
- (11) recommend Pass or Fail to the full-time externship program director.

- i. Definitions
 - (1) Mentor – the judge or attorney, located at the externship site, responsible for direct student supervision.
 - (2) Externship Site – office, firm, court, etc., where mentor works.
 - (3) Match – the student/mentor combination.
 - (4) Semester's Curricular Plan – a document designed by Vermont Law School to help the student and mentor plan educationally worthwhile activities and goals and evaluate the student's work.
- j. Handbook

A detailed handbook covering the mechanics of the full-time externship programs has been prepared by the full-time externship program directors. A student considering a full-time externship program should obtain a copy of this handbook and read it in conjunction with regulation II.B.3.

C. INDEPENDENT RESEARCH PROJECTS

- 1. Goals
 - a. To allow the participating student to engage in intensive research in an area of the law in which the participating student has a particular interest.
 - b. To give the participating student experience in completing a major piece of legal writing.
 - c. To encourage a faculty-student learning experience on a highly individualized basis by providing close supervision of the participating student by a faculty member in both the research and writing stages.
- 2. Basic Eligibility Requirements
 - a. Any student may undertake an Independent Research Project in any semester during his or her second or third year of studies.
 - b. In order to be eligible to undertake an Independent Research Project a student must find a faculty member willing to sponsor the student's project. The decision to sponsor a student's Independent Research Project is solely within the faculty member's discretion. In this exercise

of his or her discretion, a faculty member may take into account, but is in no way limited to, the following criteria:

- (1) The student's record in regularly structured classroom courses,
- (2) The student's record in previously completed written work, and
- (3) The student's total number of credits for non-classroom work in the current and prior semesters.
 - (a) Non-classroom credits include Independent Research Projects, the Vermont Law Review, the Legislative Clinic, Mediation Field Work, the Vermont Journal of Environmental Law, the part-time JD externship program, and the practicum (11 credits) of the full-time JD externship programs (the Semester in Practice, the Environmental Semester in Washington, the Judicial Externship) and courses taken at academic institutions other than A.B.A. accredited law schools, including the Yale School of Forestry and Environmental Science, Carnegie Mellon University, the Tuck School of Business at Dartmouth College, the Thunderbird School of Global Management, and Cambridge University. (Courses taken through exchange and dual degree programs with the University of Cergy-Pointoise Faculty of Law, the University of Paris 13 Faculty of Law, the University of Trento Faculty of Law, the University of Seville, and the McGill University Faculty of Law are, however, considered "classroom hours.")
 - (b) The ABA requires a minimum of 65 credits of classroom work requiring actual attendance at regularly scheduled sessions.

(A faculty member willing to sponsor a student's Independent Research Project is hereinafter referred to as a sponsor.)

3. Procedures for Developing Independent Research Projects

- a. In consultation with his or her sponsor, the student must prepare a contract.
- b. The contract shall be a typewritten document prepared by the student in consultation with the sponsor setting forth the obligations and expectations of each party. It shall include, as far as possible, the following provisions:
 - (1) a description of the nature of the project;
 - (2) the goals which the student seeks to achieve by undertaking this particular project;
 - (3) a brief description of the research resources necessary for this project;
 - (4) a summary of the preliminary work already undertaken;
 - (5) an estimate of the amount of time the student will spend undertaking the Independent Research Project;
 - (6) a statement of expectations regarding the amount of time and effort the sponsor will devote to aiding the student in carrying out the project;
 - (7) a timetable for completion of various stages of the project;
 - (8) a description of the estimated size and scope of the final work product;
 - (9) a statement as to the mode of evaluation of the final work product (see regulation II.C.5. below);
 - (10) a statement as to the number of credits to be received (see regulation II.C.6. below);
 - (11) a listing of the student's credits for non-classroom work in the current and prior semesters. (Non-classroom work is defined above at regulation II.C.2.b.(3)(a).)
- c. Requirements of filing a form for the contract are as follows:
 - (1) A copy of the contract, bearing the signature of the student and the faculty sponsor, shall be filed in the Registrar's Office by the student no later than the deadline for adding courses to student

schedules for the semester. If a student fails to file the contract with all required signatures by this deadline, the Registrar will delete the independent research project from the student's registration.

- (2) Contracts without a sponsor currently holding the rank of assistant professor, associate professor, professor, assistant professor of legal writing, associate professor of legal writing, or professor of legal writing of the law school must be approved in writing in advance of the commencement of the project by the Vice Dean for Academic Affairs.
- (3) If the sponsor determines that there is good cause, a revision of a contract may be made after the deadline for adding courses, provided that:
 - (a) the revision will not violate any other provision of the Academic Regulations, and
 - (b) a copy of the revised contract, signed by the student and the faculty sponsor is submitted to the Registrar prior to the last day of classes for the semester in which the independent study is to be completed.

4. Requirements Concerning the Independent Research Paper

- a. A student taking part in the Independent Research Program is required to submit a paper based on the student's research.
- b. Unless otherwise stated in the contract, this paper shall in substance and form be the equivalent of a scholarly piece of legal writing.
- c. The student and faculty sponsor may agree to the submission of a different sort of final written product, provided that the substituted written work product itself clearly sets forth the underlying legal research engaged in by the student.

5. Evaluation

- a. The mode of evaluation is to be decided by the student and the faculty sponsor and incorporated in the contract. The following modes of evaluation are acceptable:
 - (1) by the sponsor and/or one or more other members of the faculty;

- (2) by one or more members of the faculty and a highly qualified individual in the field of research covered by the Independent Research Project.
- b. The Independent Research Project shall be graded with a letter grade unless agreed to by the sponsor and incorporated into the contract that the project be evaluated on a pass/fail basis. If graded with a letter grade, the grade shall be included in the student's grade point average. The minimum acceptable grade shall be 1.67.

Notwithstanding an agreement not to grade an Independent Research Project, if a student elects to satisfy the AWR with an Independent Research Project, the sponsor must still determine that the written product would receive a grade of C or better were it the sole basis of grading a course for two or more credits in order for the student to satisfy the AWR requirement.¹³

6. Credit

- a. The normal procedure shall be for a student to contract for a three-credit Independent Research Project. Such a project should involve at least the same amount of time in research and writing as a student would spend in class and in preparation for class in a three-credit course.
- b. If a student and a sponsor agree that a project has merit, but will in their estimation involve less than or more than the amount of work normally devoted to a three-credit course, they may contract for fewer or more than three credits.
- c. The normal procedure shall be for a student to complete an Independent Research Contract in the academic semester. The Independent Research paper shall be due no later than the end of the last week of the examination period.
- d. If the student feels that he or she will be unable to complete his or her paper by this deadline, or if the student's paper does not meet the minimum standard set out in regulation II.C.5.b., he or she may petition his or her sponsor for an extension of time. A student may petition his or her sponsor only once for an extension, and the extension shall not exceed one additional academic semester. Such petition must be made by the end of the fourteenth week of the semester in which the project was initiated.

¹³ Guidelines for the Advanced Legal Writing Requirement are found at regulation II.A.2.d.

- e. Approval of the extension is solely in the sponsor's discretion. A faculty member may only grant one extension, and may not grant an extension which extends beyond the student's sixth semester. Extensions for more than one semester or that extend beyond the student's sixth semester require the approval of the Committee on Standards. If approval is granted, it is the responsibility of the student to transmit immediately to the Registrar, the sponsor's or the Committee's written approval of such extension.
- f. Upon receipt of such written approval, the Registrar shall enter an I (Incomplete) on the student's transcript. If the student fails to submit a satisfactory paper within the time limit permitted by the extensions, the I (Incomplete) will be changed to F-Wd.
- g. If the student and sponsor agree that the proposed project has merit, but that it will be difficult for the student to complete the proposed project in one semester, the student and sponsor may make special provision in the contract for a two-semester project. The student bears the responsibility of bringing this special provision to the Registrar's attention.
- h. The credits for such a two-semester project will accrue to the student during the second semester of the project. The Registrar shall enter a grade of Y on the student's transcript after the first semester.
- i. If the student fails to present a satisfactory paper at the end of the second semester or his or her paper is not yet complete, the same provisions for extension which exist for one-semester papers shall apply.

D. GRADES AND ACADEMIC STANDARDS

1. Grading System

Each student's academic standing is determined at the end of each semester and at the end of the academic year in accordance with the following grading system:

A.....	4.000 ¹⁴
A-.....	3.666
B+.....	3.333
B.....	3.000
B-.....	2.666

¹⁴ These are the course grades; grade point averages are rounded off to two decimal places.

C+	2.333
C	2.000
C-	1.666
D+	1.333
D	1.000
F	0.000

Pass-Honors (no effect on average)	P-H
Pass (no effect on average)	P
Low-Pass (no effect on average)	L-P
Unexcused absence from examination	FABs
Unexcused failure to complete other course requirement including attendance, papers, etc.	F-Wd

The passing grade in an individual course is.....D (1.000)

2. Designations

Temporarily excused from completion of a requirement [The student must complete the required work by the end of the spring semester in the case of a fall semester course, by the beginning of the fall semester in the case of a spring semester course, or by the end of the fall semester in the case of a summer session course or an additional grade of F-Wd will be entered.]¹⁵I

Excused or voluntary withdrawal from a course	Wd
Year-long course	Y
Administrative Delay	AD

3. The following courses are graded Pass-Honors/Pass/Low-Pass/Fail:

- Advanced Bar Studies
- Deans Fellows
- Environmental and Natural Resources Law Clinic
- Legal Research and Writing
- Mediation Field Work
- South Royalton Legal Clinic

¹⁵ If the faculty member submits the grade within this time period, the I designation will be removed from the transcript and the grade entered for the semester in which the student was originally registered for the course. Class rank, Dean's List, and other honors will not be changed for that semester.

If the student receives an extension or the faculty member does not submit the grade within this time period, the I designation will remain on the transcript and the grade will be entered for the semester in which the work was actually completed.

4. The following courses are graded Pass/Fail:
 - Conservation Law Foundation Internship
 - Environmental Semester in Washington practicum
 - Part-Time JD Externships
 - Judicial Externship practicum
 - Law Review
 - Legislative Clinic
 - Semester in Practice practicum
 - Trial Practice
 - Vermont Journal of Environmental Law

5. Probation and Dismissal¹⁶

¹⁶ This regulation applies to students who matriculate into the JD program after July 1, 2007. For students enrolled in the JD program prior to July 1, 2007, the following regulation applies:

5. Probation and Dismissal
 - a. To be in good academic standing, a student must have an overall average of at least 2.00.
 - b. Probation: A student will be placed on academic probation if, at the end of the first semester, the student's cumulative average is between 1.33 and 2.00, or, at the end of other semesters, between 1.67 and 2.00.
 - c. Academic dismissal: A student will be dismissed from the law school if:
 - (1) the student has failed a total of eight credit hours in two consecutive semesters: no more than four credit hours of F from the first year, first semester will count in the application of this rule; or
 - (2) the student's cumulative average at the end of the first semester is at or below 1.33; or
 - (3) the student's cumulative average at the end of the second, third, fourth, or fifth semesters is below 1.67; or
 - (4) the student's cumulative average is below 2.00 at the end of any semester and if, at the end of any previous semester, the student was placed on academic probation; or
 - (5) the student's cumulative average is below 2.00 at the end of the student's final semester.
 - d. In unusual cases, exceptions to parts 1-5 of this regulation may be granted by the Committee on Standards. No exception will be made absent a clear showing by a student that extraordinary circumstances, beyond the student's control and unlikely to recur, prevented the student from meeting minimum academic standards.

- a. To be in good academic standing, a student must have an overall average of at least 2.20.
- b. Probation:
 - (1) A student will be placed on academic probation if, at the end of the first semester, the student's cumulative average is between 1.5 and 2.20, or, at the end of other semesters, between 1.90 and 2.20.
 - (2) A student who is on academic probation at the end of the first semester is required to take Legal Methods in place of one doctrinal class in the second semester. The student must meet with the Academic Dean, the Assistant Dean for Academic Affairs, the Director of Academic Success, or the Assistant Director of Academic Success to determine what course to omit in the second semester.
 - (3) A student who is on academic probation at the end of the second or third semester is required to take the following courses to obtain the JD degree: Corporations, Criminal Procedure, Estates, and Sales. The student's course schedule and any changes to it must be approved by the Academic Dean, the Assistant Dean for Academic Affairs, the Director of Academic Success, or the Assistant Director of Academic Success.
- c. Academic dismissal: A student will be dismissed from the law school if:
 - (1) the student has failed a total of eight credit hours in two consecutive semesters: no more than four credit hours of F from the first year, first semester will count in the application of this rule; or
 - (2) the student's cumulative average at the end of the first semester is at or below 1.50; or
 - (3) the student's cumulative average at the end of the second, third, fourth, or fifth semesters is below 1.90; or
 - (4) the student has a semester grade point average of less than 1.67 in any two semesters; or
 - (5) the student's cumulative average is below 2.20 at the end of any semester and if, at the end of any previous semester, the student was placed on academic probation; or

(6) the student's cumulative average is below 2.20 at the end of the student's final semester.

- d. A student who would otherwise be dismissed under subparagraph 5.c.(5) will be allowed to continue for a second semester on academic probation if the student's grade point average for the first semester on academic probation, if repeated for the second semester on academic probation with a credit load of 12 credits, is sufficient to achieve the required cumulative average of 2.20 at the end of the second semester on academic probation. A student who is continued on academic probation is required to take the courses designated in regulation II.D.5.b.(3) above.
- e. A student who is academically dismissed may not petition the Committee on Standards for readmission earlier than one year after the date of academic dismissal. The Committee will grant readmission only if it finds that the student has satisfactorily addressed the factors that contributed to the academic dismissal. If the Committee grants a petition for readmission, it may impose any conditions such as retaking some or all of the first-year courses, taking a reduced course load, or taking specific courses.

6. Degrees and Honors

- a. Degrees are awarded at the meetings of the Board of Trustees in the fall and winter and at the commencement held annually at the end of the spring semester. Students successfully completing degree requirements at other times may request a certificate of completion prior to the receipt of a diploma.
- b. Vermont Law School grants degrees cum laude, magna cum laude, and summa cum laude. These degrees are awarded as follows:
 - cum laude 3.25
 - magna cum laude..... 3.50
 - summa cum laude..... 3.75

Honors are determined at the end of either the final semester or the semester immediately preceding the final semester.¹⁷ If a student achieves a grade point average sufficient for honors at the end of the semester immediately preceding the final semester, the student will receive those honors even if the student's grade point average decreases in the final semester.

¹⁷ In most situations, the student's "final semester" is the sixth semester so that honors may be earned either at the end of the fifth or the sixth semester.

III. MASTER OF ENVIRONMENTAL LAW AND POLICY DEGREE (MELP)

A. REQUIREMENTS FOR THE DEGREE

1. General

- a. The degree of Master of Environmental Law and Policy (MELP) is granted for regular attendance and satisfactory completion of the prescribed course of study. A minimum of 30 credits is required for the MELP degree. These credits must be selected from courses approved for the MELP program. A cumulative average of 2.20 is required for successful completion of the MELP degree.
- b. Each student must satisfactorily complete the following courses as part of the requirements for the MELP degree: Ecology or Ecology of Food and Agriculture, Environmental Law, Environmental Writing and Advocacy, Introduction to Legal Studies, Natural Resources Law, and the MELP Orientation.¹⁸ Any MELP student having completed a JD degree or enrolled in a JD degree program may have the Orientation, Environmental Writing and Advocacy, Introduction to Legal Studies, and Natural Resources Law requirements waived. Although requirements may be waived, the total number of credits required for degree completion remains unchanged.
- c. In addition to the above, each student must satisfactorily complete one course from each of the following distributional requirements: Ethics/Philosophy and Alternative Dispute Resolution. Courses qualifying for these categories shall be determined by the Director of the Environmental Law Center.

¹⁸ These requirements apply to students who matriculate into the MELP program after August 1, 2009. For students in the MELP program prior to August 1, 2009, the following requirements apply:

1. General

- b. Each student must satisfactorily complete the following courses as part of the requirements for the MELP degree: Environmental Science and Ecology, Environmental Law, Administrative Law, Environmental Research and Writing and the MELP Orientation.
- c. In addition to the above, each student must satisfactorily complete one course from each of the following distributional requirements: Resource Management/Planning, Regulatory, Ethics/Philosophy, Alternative Dispute Resolution, and Policy.

- d. The Director of the Environmental Law Center or Director's designee has the authority to waive any of these requirements provided the student has had comparable experience or course work.
2. Credits and Course Load

a. MELP-only Students:

- (1) To satisfy the 30-credit requirement, a student must take a minimum of 24 credits at Vermont Law School. A MELP student may take a maximum of 36 credits selected from courses approved for the MELP program for completion of the degree.
- (2) The minimum course load for the academic year is six credits per semester. The maximum course load is 14 credits per semester. The maximum course load for summer session is 11 credits. No exceptions are allowed other than with the prior written approval of the Director of the Environmental Law Center or the Director's designee.

b. Joint-Degree Students

See regulation IV. below.

c. Dual Degree Students

See regulations VI. and VII. below.

d. Transfer of Credits

A student enrolled in the MELP program may be granted credit for summer or regular semester courses satisfactorily completed at an ABA-approved law school or at another accredited graduate school. A student may transfer a maximum of six such credits to the MELP program with the approval of the Director of the Environmental Law Center or the Director's designee. Before granting such approval, the Director or his or her designee must determine that the course is offered at the graduate level and that the course is relevant and important to the student's overall program of study. Courses eligible as transfer credit include only those courses with specific environmental substance. Non-environmental law courses may be used to meet required or distributional courses, but may not be transferred for credit. The Registrar must receive official notification that the course has been completed and that a grade of C or better (as defined in the Academic Regulations) has been awarded. Grades from transferred courses will be noted on the student's transcript but will not be used in computing the student's grade average. Once a student has enrolled

as a degree candidate, prior approval must be obtained from the Director of the Environmental Law Center or the Director's designee to obtain credit for courses taken at another institution. No transfer credit will be given for a course completed more than 5 years prior to matriculation into the MELP program.

e. Courses taken Prior to Enrollment

Students wishing to take a course previously taken at a law school or college or graduate school, may register for the course with the prior approval of the Director of the Environmental Law Center or Director's designee, upon showing that the student would benefit from taking the course at Vermont Law School. Students may not take Administrative Law at Vermont Law School if they have taken it at another law school within the previous five years.

3. Duration of Program

- a. To obtain the MELP degree, a student must complete the degree requirements within a period of five years from matriculation.
- b. Students may usually enter the MELP program in the summer or fall semesters only. Summer entry shall normally be limited to those students who have completed or are enrolled in a JD program. The Director of the Environmental Law Center shall have the discretion to allow non-JD students to enter the MELP program in the summer or spring semesters.

B. INTERNSHIPS

The MELP Internship Program provides students with a field experience to test and develop their environmental law, policy, management, and /or science knowledge and skills. The student may not work primarily at Vermont law School and receive MELP internship credit for work at a distant location. MELP Internships are by definition environmental in their subject focus, so students must assure that at least 70 percent of their work relates to environmental issues. Internships cannot be substituted for distributional requirements or required courses. No exceptions are allowed other than with prior written approval of the Director of the Environmental Law Center or the Director's designee. Total internship credit is limited to a maximum of nine credits.

1. Overview

- a. The MELP Internship Program's academic goals are as follows:
 - (1) To give students interested in an area of substantive environmental law, policy, management or science not offered

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at Vermont Law School an opportunity to learn that area through work with practitioners specializing or practicing in it.

- (2) To permit students to develop an area of substantive environmental law, policy, management or science expertise beyond the level available through courses at Vermont Law School.
 - (3) To give students an opportunity through experiential application to gain familiarity with or mastery of environmentally-related skills beyond the level available through courses at Vermont Law School.
 - (4) To give students in-context intensive research, writing, and/or analytic problem solving opportunities.
 - (5) To give students sufficient environmental law, policy, management or science experience to improve their understanding and retention of materials and skills taught in the classroom.
- b. Threshold Requirements for an MELP Internship
- (1) The MELP Internship Program provides students with a field experience to test and develop their environmental law, policy, management, and /or science knowledge and skills.
 - (a) The student may not work primarily at Vermont Law School and receive MELP internship credit for work at a distant location.
 - (b) MELP Internships are by definition environmental in their subject focus, so students must assure that at least 70 percent of their work on-site relates to environmental issues. No exceptions are allowed other than with prior written approval of the Director of the Environmental Law Center or the Director's designee.
 - (c) Internships cannot be substituted for distributional requirements or required courses. No exceptions are allowed other than with prior written approval of the Director of the Environmental Law Center or the Director's designee.
 - (d) The total maximum number of credits a student may earn toward an MELP Internship(s) is nine credits.

- (e) The minimum number of credits a student may earn toward an MELP Internship is 2 credits.
- c. Basic Requirements of Student Eligibility
 - (1) Students in good academic standing may elect to enroll in a MELP internship.
 - (2) Students may not earn JD credit through an MELP Internship.
 - (3) Students will not ordinarily be allowed to enroll in an internship where they have previously worked as a volunteer or an employee unless the internship will provide a qualitatively different or more in depth learning experience.
 - (4) Without prior approval of the Director of MELP Internships, students enrolled for 6 or more credits in the MELP internship, JD internship, Semester in Practice, or Environmental Semester in Washington during a given semester may not subsequently continue in that placement and receive credit toward a MELP internship as a consequence of that placement. Students seeking to extend such long-term experiences shall petition the Director of MELP Internships in writing with supporting materials that demonstrate the following:

The student's experience during the subsequent MELP internship will be substantially different from the experience as a consequence of additional (and more difficult) responsibilities, new subject areas, new skills to be developed, or other evidence that the additional credit hours will be equivalent to taking an "advanced course" after taking an introductory course.

- 2. Procedures for Enrolling in an MELP Internship
 - a. Register for the MELP Internship during the registration period for the Fall, Spring or Summer or during the add/drop period, as for other classes. It is not sufficient to simply complete the program plan.
 - b. Draft a contract that meets the requirements of this regulation. See Section 4 below.
 - c. Submit a draft contract (see Section 3 below) to the Director of MELP Internships for approval of the Internship opportunity. The draft contract should be as complete as possible, but at the very least the draft should detail the nature of the tasks to be accomplished and the learning and skills development to be achieved through the internship.

- d. All final contracts must be submitted to the Director of MELP Internships by the first day of classes of the semester in which the student will be doing her or his internship or at the latest, by the last day of the add/drop period.
 - (1) The signed contract, once submitted to the E.L.C. will be copied and distributed to the student, the Registrar, Field Sponsor, the Business Office, and Faculty Sponsor.
 - (2) Ordinarily students who do not submit final, signed contracts by this deadline will not be enrolled in the MELP Internship and will not receive credit for their work.
 - e. The Director of MELP Internships may decline any MELP internship contract or opportunity described therein that does not conform with these regulations.
 - f. For JD and post-JD MELP students who anticipate practicing law in Vermont: If a student anticipates practicing law in Vermont, he or she may want to use the MELP Internship to complete the clerkship requirement for admission to the Vermont Bar.
 - (1) If the internship is under the supervision of a Vermont attorney, students may be able to count the time toward the Vermont clerkship requirement. In entering into a Vermont legal internship the student should consult with the attorney/Field Sponsor to determine whether he or she is willing to supervise the work in a manner that meets the Vermont Bar requirement.
 - (2) In order to meet this Vermont Bar requirement students must indicate their intention to the Vermont Board of Bar Examiners before engaging in the clerkship.
3. Minimum Requirements for drafting an MELP Internship Contract
- a. The contract may be drafted in an outline format or a memo format.
 - b. It is the student's responsibility to write the contract after consultation with the Field Sponsor and the Faculty Sponsor.
 - c. All contracts for MELP credit should include the following information:
 - (1) Student name, address, phone number and email while on internship (and the same information before departure if the

student will be on campus for several months before beginning the internship).

- (2) Field Sponsor's name, agency/firm name, address, phone number and email.
- (3) Student Certification of no former work, internship, Semester in Practice, Environmental Semester in Washington or volunteer experience at the Field Placement.
- (4) Faculty Sponsor's name. Students must include his or her address and current telephone number if not on-campus. Summer faculty may serve as Faculty Sponsors. Students are encouraged to seek Faculty Sponsors with expertise in the subject-area of the internship.
- (5) Number of credits.
 - (a) The student should detail the number of hours (weekly and total) and the number of weeks of work.
 - (b) Please include start and end dates.
 - (c) The amount of credits depends upon the amount of hours worked. Forty-five hours of work equals one credit.
 - (d) JD students should specify that the internship is for MELP credit.
- (6) Description of Project. Describe the projects and tasks on which the student will work under the supervision and direction of the Field Sponsor. Please be specific.
 - (a) This information protects the student from the uncomfortable situation of the student expecting challenging assignments and receiving clerical work.
 - (b) This information will also guide the Field Sponsor in structuring the work experience since the student will be clear about his or her learning goals during the internship experience.
- (7) Supervision and Evaluation by Field Sponsor. Please provide a clear statement on the form and frequency of supervision to be provided by the Field Sponsor.

- (a) For example, the student may want to meet formally with her or his supervisor once every two weeks for an evaluation session. If the student waits until the end of the internship for feedback, she or he may be surprised by what she or he hears.
 - (b) The Faculty Sponsor must receive a letter of evaluation from the Field Sponsor by the end of the internship.
 - (i) This letter of evaluation from the Field Sponsor will evaluate the student's strengths and weaknesses based on the student's work in the internship. It will suggest areas for improvement and recommend a grade of pass or fail.
 - (ii) Letters of evaluation are confidential. If the student wants to see a copy, the Field Sponsor must provide it directly to the student. The Faculty Sponsor is not free to share the letter of evaluation with the student without prior approval from the Field Sponsor.
 - (c) The student must specify in the contract a deadline by which time the Field Sponsor's letter of evaluation will be submitted to the faculty sponsor
 - (d) Field Sponsors should provide a copy of the letter of evaluation to the Director of MELP Internships.
- (8) Journals. Students are required to keep journals reflecting on the days they work and submit these journals to their Faculty Sponsors on a bi-weekly or more frequent basis. The contract should specify how the student will provide the journals and how frequently.
- (a) Students may fail the Internship if they fail to submit journals on a regular basis.
 - (b) In an unusual circumstance, the Faculty Sponsor may waive the journal requirement, provided that
 - (i) The contract specifies in writing that journals will be waived, and
 - (ii) The contract specifies the form and frequency of other appropriate means of supervision to replace the biweekly journal requirement.

- (9) Work Product. For internships of three credits or more, Faculty Sponsors may require an example of materials which the student wrote, contributed to or compiled while on internship. For confidentiality, proper names can be blacked out with a marker. The contract should specify whether the student will provide work product as a matter of course or only upon request. If work product is to be provided, the contract should detail the form and deadline by which time the work product will be provided.
- (10) Signatures Lines and Dates for Student, Faculty Sponsor, Field Sponsor

4. Grades.

- a. All MELP internships are pass/fail.
- b. Faculty Sponsors assign the grade based on the student’s journals, the Field Sponsor’s letter of evaluation and other information such as work product, emails, telephone conversations and/or meetings and site visits with the student and Field Sponsor.

C. INDEPENDENT RESEARCH PROJECTS

- 1. Students who elect to undertake independent research projects shall follow the guidelines set forth in regulation II.C.
- 2. Independent research projects cannot be substituted for distributional requirements or required courses. No exceptions are allowed other than with prior written approval of the Director of the Environmental Law Center or the Director’s designee.

D. GRADES AND ACADEMIC STANDARDS

1. Grading System

Each student’s cumulative grade-point average is initially determined after completion of the first semester of course work, in accordance with the following grading system:

A.....	4.000 ¹⁹
A-	3.666

¹⁹ These are the course grades; grade point averages are rounded off to two decimal places.

B+.....	3.333
B.....	3.000
B-.....	2.666
C+	2.333
C	2.000
C-	1.666
D+	1.333
D	1.000
F	0.000

Pass-Honors (no effect on average).....	P-H
Pass (no effect on average).....	P
Low-Pass (no effect on average).....	L-P
Unexcused absence for examination	FABs
Unexcused failure to complete other course requirements including attendance, papers, etc.....	F-Wd

The passing grade in an individual course is..... D (1.000)

1. Designations

Temporarily excused from completion of a requirement.....I
 [The student must complete the required work by the end of the spring semester in the case of a fall semester course, by the beginning of the fall semester in the case of a spring semester course, or by the end of the fall semester in the case of a summer session course or an additional grade of F-Wd will be entered.]²⁰

Excused or voluntary withdrawal from a course	Wd
Year-long course	Y
Administrative Delay.....	AD

3. The following course is graded Pass-Honors/Pass/Low-Pass/Fail:
 Environmental and Natural Resources Law Clinic

²⁰ If the faculty member submits the grade within this time period, the I designation will be removed from the transcript and the grade entered for the semester in which the student was originally registered for the course. Class rank, Dean’s List, and other honors will not be changed for that semester.

If the student receives an extension or the faculty member does not submit the grade within this time period, the I designation will remain on the transcript and the grade will be entered for the semester in which the work was actually completed.

4. The following courses are graded Pass/Fail:
 - Conservation Law Foundation Internship
 - MELP Internships
 - Vermont Journal of Environmental Law

5. Probation and Dismissal²¹
 - a. To be in good academic standing, a student must have an overall average of at least 2.20.

 - b. Probation: A student will be placed on academic probation if, at anytime after the completion of the first semester of course work, the student's cumulative average is between 1.90 and 2.20.

 - c. Academic dismissal: A student will be dismissed if:
 - (1) the student has failed six credit hours upon completion of the first semester of course work; or

²¹ These regulations apply to students who matriculate into the MELP program after July 1, 2007. For students in the MELP program prior to July 1, 2007, the following regulation applies:

5. Probation and Dismissal
 - a. To be in good academic standing, a student must have an overall average of at least 2.00.

 - b. Probation: A student will be placed on academic probation if, at anytime after the completion of the first semester of course work, the student's cumulative average is between 1.67 and 2.00.

 - c. Academic dismissal: A student will be dismissed if:
 - (1) the student has failed six credit hours upon completion of the first semester of course work; or
 - (2) the student's cumulative average is below a 1.67 at the end of any semester; or
 - (3) the student's cumulative average is below 2.00 at the end of any semester and if, at the end of any previous semester, the student was placed on academic probation; or
 - (4) the student's cumulative average is below a 2.00 at the completion of the program.

 - d. In unusual cases, exceptions to parts 1-2 of this regulation may be granted by the Committee on Standards. No exception will be made absent a clear showing by a student that extraordinary circumstances, beyond the student's control and unlikely to recur, prevented the student from meeting minimum academic standards.

- (2) the student's cumulative average is below 1.90 at the end of any semester;
- (3) the student's cumulative average is below 2.20 at the end of any semester and if, at the end of any previous semester, the student was placed on academic probation; or
- (4) the student's cumulative average is below 2.20 at the completion of the program.

- d. A student who would otherwise be dismissed under subparagraph 5.c.(3) will be allowed to continue for a second semester²² on academic probation if the student's grade point average for the first semester on academic probation, if repeated for the second semester on academic probation with a credit load of 12 credits, is sufficient to achieve the required cumulative average of 2.20 at the end of the second semester on academic probation.
- e. A student who is academically dismissed may not petition the Committee on Standards for readmission earlier than one year after the date of academic dismissal. The Committee will grant readmission only if it finds that the student has satisfactorily addressed the factors that contributed to the academic dismissal. If the Committee grants a petition for readmission, it may impose any conditions it deems appropriate.

6. Degrees and Honors

- a. Degrees are awarded at the meetings of the Board of Trustees in the fall and winter and at the commencement held annually at the end of the spring semester. Students successfully completing degree requirements at other times may request a certificate of completion prior to the receipt of a diploma.
- b. Vermont Law School grants degrees cum laude, magna cum laude, and summa cum laude. These degrees are awarded as follows:

cum laude	3.25
magna cum laude.....	3.50
summa cum laude.....	3.75

²² For purposes of this regulation, the summer session shall be considered as a "semester."

E. FELLOWS

Students with advanced degrees or faculty status at other institutions may be designated as “Center Fellows” or “Visiting Faculty of the Center.” “Center Fellows” or “Visiting Faculty of the Center” may attend classes and participate in the teaching and research program as permitted by the Director. Appropriate credits and fees will be arranged on a case-by-case basis.

IV. JOINT JD/MELP DEGREE

A. REQUIREMENTS FOR THE DEGREE

1. General

- a. The JD and MELP degrees are awarded for the satisfactory completion of a program which includes the requirements of the JD program as well as those of the MELP program. The regulations in sections II. and III. above apply to joint degree students.
- b. JD/MELP students must satisfactorily complete the following courses as part of the requirements for the MELP degree: Ecology or Ecology of Food and Agriculture, Environmental Law, and Administrative Law. In addition to the above, each student must satisfactorily complete one course from each of the following distributional requirements: Ethics/Philosophy and Alternative Dispute Resolution. Courses qualifying for these categories shall be determined by the Director of the Environmental Law Center.
- c. A joint-degree student may share credits between the two degree programs. A joint-degree student must take a minimum of 21 non-shared MELP credits at Vermont Law School. A joint-degree student may take a maximum of 35 MELP credits for completion of the MELP degree. All credits must be selected from the list of courses approved for the MELP program.
- d. A joint-degree student’s course load may not exceed a total of 18 credits during the fall and spring semesters.
- e. No exceptions are allowed other than with prior written approval of the Director of the Environmental Law Center or the Director’s designee.

V. DUAL DEGREES - JD PROGRAM

Vermont Law School, in conjunction with other institutions, offers the following dual degree options for JD students:

- JD/MEM (Yale School of Forestry and Environmental Studies)
- JD/Master II-DJCE (l'Université de Cergy-Pontoise (Cergy))
- JD/MBA (Thunderbird School of Global Management)
- JD/MS or MA (Thunderbird School of Global Management)
- JD/Master in Spanish Constitutional Law (Universidad de Sevilla)
- JD/MPhil (Cambridge University)

Students are encouraged to begin a dual degree program at Vermont Law School but are not required to do so. Students are required to satisfy the graduation requirements of both institutions. The JD degree requirements, as described in regulation II. above, govern except as modified by this regulation.

A. ADMISSION

Each program has different criteria for admission. See Program Requirements, below.

The first school that the applicant applies to will be termed the “domicile” of the student, and the original admissions documents will be filed at that school. The other school will be termed the “secondary school” for that student. Vermont Law School and its partner institutions have agreed to share supporting documentation, such as transcripts, L.S.A.T. and G.R.E. reports, letters of recommendation, writing samples, personal statements, and the like. Photocopies of those documents, certified by the Registrar of the institution holding the original documents, will be deemed adequate for admissions purposes.

B. REGISTRATION AND RECORDS

The Registrar of each school will register dual degree candidates for courses taken at that school according to the academic schedule of each school. Each Registrar will also certify completion of courses and the assignment of credit. Transcripts of students in the program will bear a notation that the student is enrolled in the dual degree program.

Students are entitled to attend graduation at both schools. Students will receive separate diplomas.

C. REQUIREMENTS FOR THE DEGREE

Students are required to satisfy the graduation requirements of both institutions. The Vermont Law School JD degree requirements govern except as modified by each program’s specific regulation. See below.

D. RESIDENCE REQUIREMENT

Regulation II.A.5.c. requires that a student must be in residence at Vermont Law School for the last four semesters of the JD degree. For purposes of this regulation, one semester at the partner institution will count towards satisfaction of this residence requirement. Students enrolled in the four-year JD/Master II-DJCE program may apply two semesters towards satisfaction of this requirement.

E. ACCELERATED SCHEDULING OPTION

Participants in dual degree programs are eligible for the accelerated scheduling option, which allows students to accelerate graduation by using a full summer session in lieu of a regular semester. See Reg II.A.6. Participants must follow the application procedures detailed therein. Dual degree applicants must meet with the dual degree advisor and must receive counseling on the academic and financial consequences of participating in the accelerated scheduling program.

F. ACADEMIC PERFORMANCE AND CONDUCT

A candidate for a dual degree is expected to comply fully with all academic and other applicable requirements of both Vermont Law School and the partner institution, even if they are different. Issues concerning academic performance or student conduct will be subject to the regulations and procedures of the school where the matter arose. See regulation II.D. above and regulations XI. and XII. below.

Students must be in good academic standing at both schools to remain in the program.

G. WITHDRAWAL FROM A DUAL DEGREE PROGRAM

Except as provided by Regulations V.H.2.c. and V.H. 5c., if a student leaves a dual program or fails to complete the program requirements for the degree at the partner institution, the student will no longer be considered a dual degree student. As a result, the student will be required to meet the residence requirements of regulation II.A.4. above. Credits earned at the partner institution will not be transferred to the Vermont Law School transcript.

H. PROGRAM REQUIREMENTS

1. DUAL JD/MEM

Vermont Law School and the Yale School of Forestry and Environmental Studies offers a dual JD/MEM program to students from both institutions. The program enables students to earn both degrees concurrently over a four year period.

a. ADMISSION

A candidate for the dual degree must apply separately to, and be accepted by, both Vermont Law School and the Yale School of Forestry & Environmental Management (Yale). Information on application requirements and procedures for admission to the Yale School of Forestry & Management are available from Yale. Each school will admit students according to its own criteria for admission. Joint applications may be discussed and coordinated by admissions officials at both schools.

b. REQUIREMENTS FOR THE DEGREE

The JD requires 87 credits. A candidate for the dual JD/MEM degree must satisfactorily complete all the requirements for the JD degree as described in regulation II. above. A dual degree candidate may share a total of 12 (twelve) credits between the JD and MEM programs. This means that a Vermont Law School candidate for a dual JD/MEM degree may apply the equivalent of 12 (twelve) Vermont Law School credits of course work successfully completed at Yale to the JD degree, thereby reducing to 75 the number of JD credits taken at Vermont Law School required for the JD degree.

A dual-degree candidate may not satisfy the perspective requirement and the skills requirement with courses taken at Yale without the prior permission of the Assistant Dean for Academic Affairs.

No credit toward the JD degree will be given for courses taken at Yale prior to the student's matriculation into the JD program at Vermont Law School.

2. DUAL JD/MASTER II-DJCE DEGREE

Vermont Law School and l'Université de Cergy-Pontoise (Cergy) offer to students from both institutions a dual JD/MII-DJCE degree program in the law of business organizations. The program enables students to earn both degrees concurrently over a four-year period. Graduates of the program will be able to sit for the bar examination in the United States and France, according to each country's requirements.

a. ADMISSION/ELIGIBILITY

- (1) Vermont Law School students must begin the dual degree program at Vermont Law School. A Vermont Law School candidate wishing to complete the program in four years must apply in writing to the Director of International and Comparative Programs during March of the candidate's first year of law school. Students wishing to complete the program in five years must apply in writing to the Director

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of International and Comparative Programs during March of either their first or second year of law school.

- (2) Vermont Law School applicants must be in the top half of their class at the end of the semester preceding their application to the program and continue to be in the top half of their class through the completion of the semester prior to taking courses at Cergy.
- (3) Students must have a sufficient mastery of French to take courses and examinations in French. Level of competence in French will be determined by oral and written examination to the satisfaction of the Director of International and Comparative Programs.
- (4) Students will be notified of acceptance before the conclusion of the spring semester in which they apply. A maximum of four Vermont Law School students will be admitted to the program during any one academic year. Applications may be discussed and coordinated by admissions officials at both schools.

b. REQUIREMENTS FOR THE DEGREE

- (1) The JD requires 87 credits. A candidate for a dual JD/MII-DJCE degree may apply to the JD degree the equivalent of 29 Vermont Law School credits of course work successfully completed at Cergy, thereby reducing to 58 the minimum number of JD credits that must be completed at Vermont Law School.
- (2) A dual-degree candidate may satisfy the perspective requirement and the skills requirement during the two years of study at Cergy with the prior permission of the Director of International and Comparative Programs in consultation with the Vice Dean for Academic Affairs. The Director of International and Comparative Programs will provide a list of approved Cergy courses satisfying the perspective and skills requirements to the Registrar's Office annually.
- (3) Cergy courses that are relevant to the JD candidate's overall course of study may be applied to the JD degree. Courses that qualify for application to the JD degree shall be determined by the Vice Dean for Academic Affairs at Vermont Law School in consultation with the Director of International and Comparative Programs. The Director of
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International and Comparative Programs will provide a list of approved Cergy courses to the Registrar's Office annually.

(4) Program participants beginning their studies at Vermont Law School must satisfactorily complete the following courses at Vermont Law School before beginning course work in France:

- Corporations (fall semester of second year)
- At least one course in each of the following categories:
 - Corporate Finance or Securities Regulation
 - Accounting and Business Fundamentals, Bankruptcy, Business Planning, Commercial Arbitration, Employment Law, Environmental Issues in Business Transactions, GPP III, International Business Transactions, International Regulation of Trade, Sales, Secured Transactions
 - Income Taxation or Business Taxation

(5) Program participants beginning their studies at Vermont Law School must also satisfactorily complete courses that include the following subjects before matriculating in France:

- Introduction to the French Legal System and the French Civil Code
- Introduction to French Legal Method
- French Company Law

Courses satisfying these requirements may be offered at Vermont Law School or at Cergy. These requirements may, with the prior permission of the Director of International and Comparative Programs, also be satisfied by summer study at another ABA-approved law school.

Other appropriate courses may be substituted for the courses listed in subparts a., b., and c. of this regulation

with the prior permission of the Director of International and Comparative Programs.

- (6) Program participants beginning their studies at Cergy will be admitted to the Vermont Law School JD degree program with advanced standing. Advanced standing and credit hours granted for foreign study may not exceed one-third (1/3) of the total credits required by Vermont Law School for its JD degree (*i.e.*, 29 credits). Courses that qualify for application to the JD degree shall be determined by the Vice Dean for Academic Affairs at Vermont Law School in consultation with the Director of International and Comparative Programs. The Director of International and Comparative Programs will provide a list of approved Cergy courses to the Registrar's Office annually.

Program participants beginning their studies at Cergy will ordinarily be required to complete the required first-year JD curriculum at Vermont Law School. Exceptions will be granted by the Vice Dean for Academic Affairs at Vermont Law School in consultation with the Director of International and Comparative Programs.

c. WITHDRAWAL FROM THE PROGRAM

If a student leaves the program or fails to complete the program requirements for either the Vermont Law School JD degree or the Cergy Master II-DJCE degree, the student will no longer be considered a dual-degree student. As a result, the student will be required to meet the residence requirements of regulation IIA.4. above. Credits earned at Cergy will not be transferred to the Vermont Law School transcript unless the student has earned a Cergy Master I "Droit spécialité Business Law" or unless the credits may be transferred according to the usual rules applicable to transfer of foreign credits earned by participation in Vermont Law School study abroad programs. In advance of withdrawal, Vermont Law School students should consult with the Vermont Law School Office of Financial Aid to determine the impact of withdrawal on financial aid awards.

3. DUAL JD/MBA

Vermont Law School and the Thunderbird School of Global Management offer a dual JD/MBA degree program to students from both institutions. The program enables students to earn both degrees concurrently, generally over a four year period.

a. ADMISSION

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A candidate for the dual degree must apply separately to, and be accepted by, both Vermont Law School and Thunderbird School of Global Management. Information on application requirements and on procedures for admission to the MBA program is available from Thunderbird. Each school will admit students according to its own criteria for admission. Joint application may be discussed and coordinated by admissions officials at both schools

b. REQUIREMENTS FOR THE DEGREE

The JD requires 87 credits. A candidate for the dual JD/MBA degree may apply to the JD degree the equivalent of 15 Vermont Law School credits of course work successfully completed at Thunderbird, thereby reducing to 72 the minimum number of JD credits that must be completed at Vermont Law School. Thunderbird will accept 15 JD credits toward the completion of the MBA, thus reducing the number of required credits from 60 to 45.

No credit toward the JD degree will be given for courses taken at Thunderbird prior to the student's matriculation into the JD program at Vermont Law School.

A dual-degree candidate may not satisfy the perspective requirement and/or the skills requirement with courses taken at Thunderbird without the prior permission of the Assistant Dean for Academic Affairs.

VLS will not accept in transfer credit any credits earned for internships, in language classes, or in courses that duplicate offerings at VLS.

4. DUAL JD/MA or JD/MS

Vermont Law School and the Thunderbird School of Global Management offer two additional dual degree programs: a JD/MA and JD/MS program. Each program enables students to earn their JD and Master's degree concurrently over a four year period.

a. ADMISSION

A candidate for the dual degree must apply separately to, and be accepted by, both Vermont Law School and Thunderbird School of Global Management. Information on application requirements and on procedures for admission to the MA or MS programs is available from Thunderbird. Each school will admit students according to its

own criteria for admission. Joint application may be discussed and coordinated by admissions officials at both schools.

b. REQUIREMENTS FOR THE DEGREE

The JD requires 87 credits. A candidate for the dual JD/MA or MS degree may apply to the JD degree the equivalent of 15 Vermont Law School credits of course work successfully completed at Thunderbird, thereby reducing to 72 the minimum number of JD credits that must be completed at Vermont Law School.

No credit toward the JD degree will be given for courses taken at Thunderbird prior to the student's matriculation into the JD program at Vermont Law School.

A dual-degree candidate may not satisfy the perspective requirement and/or the skills requirement with courses taken at Thunderbird without the prior permission of the Assistant Dean for Academic Affairs.

VLS will not accept in transfer credit any credits earned for internships, in language classes, or in courses that duplicate offerings at VLS.

5. DUAL JD/MASTER IN SPANISH CONSTITUTIONAL LAW

Vermont Law School and the University of Seville (Spain) offer this dual degree program which enables VLS students to earn both a JD and a Master's degree in Spanish Constitutional Law over six semesters. Students from the University of Seville will earn an LLM in American Legal Studies or an LLM in Environmental Law.

a. ADMISSION/ELIGIBILITY

Vermont Law School students must begin the dual degree program at Vermont Law School. A Vermont Law School candidate wishing to enroll in the program must apply in writing to the Director of International and Comparative Programs by the fall semester of the candidate's second year of law school.

- (1) Vermont Law School applicants must be in the top half of their class at the end of the semester preceding their application to the program and continue to be in the top half of their class through the completion of the semester prior to taking courses at Seville.
- (2) Students must have a sufficient mastery of Spanish to take courses and examinations in Spanish. Competence in Spanish will be

determined by oral and written examination to the satisfaction of the Director of International and Comparative Programs.

- (3) Students will be notified of acceptance before the conclusion of the fall semester in which they apply. A maximum of two Vermont Law School students will be admitted to the program during any one academic year. Applications may be discussed and coordinated by admissions officials at both schools.

b. REQUIREMENTS FOR THE DEGREE

- (1) The JD requires 87 credits. A candidate for the dual JD/Master's degree may apply to the JD degree the equivalent of 29 Vermont Law School credits of course work successfully completed at Seville, thereby reducing to 58 the minimum number of JD credits that must be completed at Vermont Law School.
- (2) Program participants beginning their studies at Vermont Law School must satisfactorily complete the following courses at Vermont Law School before beginning course work in Seville:
 - Constitutional Law I and II.
 - Administrative Law.
 - Comparative Law.
 - Constitutional Criminal Procedure or Criminal Procedure and Practice.
 - Spanish Constitutional Law Seminar.
 - At least one course in each of the following categories:
 - European Union Law, International Human Rights, Law of International Organizations, International Law.
 - Election Law, Civil Rights Seminar, Race and the Law, Sexual Orientation and the Law, Women and the Law
 - Other appropriate courses may be substituted for the courses listed in subparts b.-f. of this regulation with the prior permission of the Director of International and Comparative Programs.
- (3) Participation in this program satisfies the perspective requirement. Students cannot satisfy the skills requirement with courses taken at Seville.

- (4) Program participants beginning their studies at Vermont Law School must attend Seville during the fall and spring semesters of their third year.
- (5) Program participants beginning their studies at the University of Seville will be admitted to the Vermont Law School LLM degree program of their choice. LLM students must commence their studies at Vermont Law School in the fall semester.

c. WITHDRAWAL FROM THE PROGRAM

If a student leaves the program or fails to complete the program requirements for either the Vermont Law School JD degree or the Seville Master's degree, the student will no longer be considered a dual-degree student. As a result, the student will be required to meet the residence requirements of regulation II.A.4. above, unless a sufficient number of credits may be transferred according to the rules applicable to exchange programs. Credits earned at Seville will not be transferred to the Vermont Law School transcript unless the credits may be transferred according to the usual rules applicable to transfer of foreign credits earned by participation in Vermont Law School study abroad programs. In advance of withdrawal, Vermont Law School students should consult with the Vermont Law School Office of Financial Aid to determine the impact of withdrawal on financial aid awards.

6. DUAL JD/M.Phil

Vermont Law School and Cambridge University offer this dual degree program which enables VLS students to earn both a JD and a Master's degree in one of the following fields: Real Estate Finance; Environmental Policy and Planning; Growth and Regeneration.

a. ADMISSION/ELIGIBILITY

- (1) Vermont Law School students must begin the dual degree program at Vermont Law School. A Vermont Law School candidate wishing to enroll in the program must apply in writing to the Director of the Environmental Law Center during the fall semester of the candidate's second year of law school.
- (2) Vermont Law School applicants must be in the top half of their class at the end of the semester preceding their application to the program and continue to be in the top half of their class through the completion of the semester prior to taking courses at Cambridge.

- (3) Students will be notified of acceptance before the conclusion of the fall semester in which they apply. A maximum of two Vermont Law School students will be admitted to the program during any one academic year. Applications may be discussed and coordinated by admissions officials at both schools.

b. REQUIREMENTS FOR THE DEGREE

- (1) The JD requires 87 credits. A candidate for the dual JD/Master's degree may apply to the JD degree the equivalent of 14 Vermont Law School credits of course work successfully completed at Cambridge, thereby reducing to 73 the minimum number of JD credits that must be completed at Vermont Law School.
- (2) Program participants must satisfactorily complete the following courses at Vermont Law School before beginning course work at Cambridge:
 - Land Use Regulation or Land Transactions and Finance
 - Administrative Law
 - Environmental Law

Other appropriate courses may be substituted for the courses listed above with the prior permission of the Director of Environmental Law Center.

- (3) A dual-degree candidate may not satisfy the perspective requirement and/or the skills requirement with courses taken at Cambridge without the prior permission of the Assistant Dean for Academic Affairs.
- (4) Students wishing to use a full summer session in lieu of a regular semester as provided by regulation II.A.6., must obtain the Director of the Environmental Law Center's permission prior to registering for summer classes.

VI. DUAL DEGREES – MELP PROGRAM

A. ADMISSION

A candidate for a dual degree must apply separately to, and be accepted by, both Vermont Law School and the school conferring the second degree. Students may apply for admission to these dual degree programs at any time prior to the awarding of the degrees.

Each school will admit students according to its own criteria for admission. Joint applications may be discussed and coordinated by admissions officials at both schools.

The first school that the applicant applies to will be termed the “domicile” of the student, and the original admissions documents will be filed at that school. The other school will be termed the “secondary school” for that student. Vermont Law School and its partner institutions have agreed to share supporting documentation, such as transcripts and G.R.E. reports, letters of recommendation, writing samples, personal statements, and the like. Photocopies of those documents, certified by the Registrar of the institution holding the original documents, will be deemed adequate for admissions purposes.

B. REGISTRATION AND RECORDS

The Registrar of each school will register dual degree candidates for courses taken at that school, according to the academic schedule of each school. Each Registrar will also certify completion of courses and the assignments of credit. Transcripts of students in the program will bear a notation that the student is enrolled in the dual degree program.

Credits and grades for courses taken at the secondary school will appear on the Vermont Law School transcript; however, grades will not be included in the computation of the Vermont Law School grade point average.

Students are entitled to attend graduation at both schools. Students will receive separate diplomas.

C. REQUIREMENTS FOR THE DEGREE

Students are required to satisfy the graduation requirements of both institutions. The Vermont Law School MELP degree requirements govern except as modified by each program’s specific regulation. See below.

D. ACADEMIC PERFORMANCE AND CONDUCT

A candidate for a dual degree is expected to comply fully with all academic and other applicable requirements of both Vermont Law School and the partner institution, even if they are different. Issues concerning academic performance or student conduct will be subject to the regulations and procedures of the school where the matter arose.

Students must be in good academic standing at both schools to remain in the program.

E. WITHDRAWAL FROM A DUAL DEGREE PROGRAM

If a student leaves a dual program or fails to complete the program requirements for the degree at the partner institution, the student will no longer be considered a dual degree student. Credits earned at the partner institution will not be transferred to the Vermont Law School transcript, except as allowed by regulation III.A.2.d. above.

F. PROGRAM REQUIREMENTS

1. DUAL MELP/MBA (Tuck School of Business)

Vermont Law School and the Tuck School of Business at Dartmouth College offer a dual MELP/MBA degree program to students from both institutions. The program enables students to earn both degrees concurrently.

The MELP is a 30 credit degree. A dual degree candidate may share a total of nine credits between the MELP and MBA programs. This means that a Vermont Law School candidate for a dual MELP/MBA degree may apply the equivalent of nine Vermont Law School credits of course work successfully completed at Tuck to the MELP degree, thereby reducing to 21 the number of credits required for the MELP degree.

Tuck courses that are relevant and important to the MELP candidate's overall course of study may be applied to the MELP degree. Courses that qualify for application to the MELP degree shall be determined by the Director of the Environmental Law Center, in consultation with the Dean of the Tuck School. A list of approved courses is available from the Environmental Law Center. A MELP candidate may request approval of a Tuck course that is not on the list by demonstrating how the course will enhance the candidate's course of study.

2. DUAL MELP/MS (Natural Resources)

Vermont Law School and the University of Vermont School of Natural Resources offer a dual MELP/MS degree program to students from both institutions. The program enables students to earn both degrees concurrently.

The MELP is a 30 credit degree. A dual degree candidate may share a total of nine credits between the MELP and MS (Natural Resources) programs. This means that a Vermont Law School candidate for a dual MELP/MS (Natural Resources) degree may apply nine credits of course work successfully completed at the University of Vermont School of Natural Resources, thereby reducing to 21 the number of MELP credits required for the MELP degree.

University of Vermont courses that are relevant and important to the MELP candidate's overall course of study may be applied to the MELP degree. Courses that qualify for application to the MELP degree shall be determined by the Director of the Environmental Law Center, in consultation with the program coordinator at the University of Vermont School of Natural Resources. A list of approved courses is available from the Environmental Law Center. Upon petition to the Director of the Environmental Law Center, or the Director's designee, an MELP candidate may seek approval of a University of Vermont course that is not on the list by demonstrating how that course will significantly enhance the candidate's course of study.

3. DUAL MELP/MBA (Thunderbird School of Global Management)

Vermont Law School and the Thunderbird School of Global Management offer a dual MELP/MBA degree program to students from both institutions. The program enables students to earn both degrees concurrently, generally over a four year period.

The MELP requires 30 credits. A candidate for the dual MELP/MBA degree may apply to the MELP degree up to 9 credits of course work successfully completed at Thunderbird. Thunderbird will accept 15 MELP credits from approved courses toward the completion of the MBA, thus reducing the number of required credits from 60 to 45.

VLS will not accept in transfer credit any credits earned for internships, in language classes, or in courses that duplicate offerings at VLS.

4. DUAL MELP/MA or MELP/MS (Thunderbird School of Global Management)

The Vermont Law School and the Thunderbird School of Global Management dual degree program enables students to earn two Master degrees concurrently, generally over a two year period.

The MELP requires 30 credits. A candidate for the dual degree may apply to the MELP degree the equivalent of 9 Vermont Law School credits of course work successfully completed at Thunderbird, thereby reducing to 21 the minimum number of credits that must be completed at Vermont Law School.

VLS will not accept in transfer credit any credits earned for internships, in language classes, or in courses that duplicate offerings at VLS.

VII. DUAL JD/MELP DEGREE PROGRAMS WITH OTHER LAW SCHOOLS

A. ADMISSION

A candidate for a dual degree must apply separately to, and be accepted by, both Vermont Law School and the school conferring the second degree. Students may apply for admission to these dual degree programs at any time prior to the awarding of the degrees.

Each school will admit students according to its own criteria for admission. Joint applications may be discussed and coordinated by admissions officials at both schools.

The first school that the applicant applies to will be termed the “domicile” of the student, and the original admissions documents will be filed at that school. The other school will be termed the “secondary school” for that student. Vermont Law School and its partner institutions have agreed to share supporting documentation, such as transcripts and G.R.E. reports, letters of recommendation, writing samples, personal statements, and the like. Photocopies of those documents, certified by the Registrar of the institution holding the original documents, will be deemed adequate for admissions purposes.

B. REGISTRATION AND RECORDS

The Registrar of each school will register dual degree candidates for courses taken at that school, according to the academic schedule of each school. Each Registrar will also certify completion of courses and the assignments of credit. Transcripts of students in the program will bear a notation that the student is enrolled in the dual degree program.

Credits and grades for courses taken at the secondary school will appear on the Vermont Law School transcript; however, grades will not be included in the computation of the Vermont Law School grade point average.

Students are entitled to attend graduation at both schools. Students will receive separate diplomas.

C. REQUIREMENTS FOR THE DEGREE

Students are required to satisfy the graduation requirements of both institutions. The Vermont Law School MELP degree requirements govern except as modified by each program’s specific regulation. See below.

D. ACADEMIC PERFORMANCE AND CONDUCT

A candidate for a dual degree is expected to comply fully with all academic and other applicable requirements of both Vermont Law School and the partner

Academic Regulations

institution, even if they are different. Issues concerning academic performance or student conduct will be subject to the regulations and procedures of the school where the matter arose.

Students must be in good academic standing at both schools to remain in the program.

E. WITHDRAWAL FROM A DUAL DEGREE PROGRAM

If a student leaves a dual program or fails to complete the program requirements for the degree at the partner institution, the student will no longer be considered a dual degree student. Credits earned at the partner institution will not be transferred to the Vermont Law School transcript, except as allowed by regulation III.A.2.d. above.

F. PROGRAM REQUIREMENTS

1. DUAL JD/MELP WITH THE UNIVERSITY OF SOUTH CAROLINA

Vermont Law School and the University of South Carolina School of Law offer a dual JD/MELP degree program that enables students to earn both degrees concurrently over a three-year period.

- a. Students are required to begin the dual degree program at the University of South Carolina School of Law.
- b. Prior to enrolling in courses at Vermont Law School, a dual degree student must satisfactorily complete the U.S.C. course entitled, "Introduction to Environmental Law and Policy" (LAWS 816).
- c. A candidate for the dual JD/MELP degree must satisfactorily complete all the requirements for the MELP degree as described in regulation III above. A dual degree candidate may share a total of 9 (nine) credits between the JD and MELP programs.
- d. Vermont Law School will accept 9 (nine) credits of course work completed in the JD program at the University of South Carolina School of Law. Courses taken at U.S.C. that are to be applied toward the MELP degree must be approved by the Director of the Environmental Law Center or the Director's designee. Courses taken at U.S.C. will not be applied toward the MELP degree if they substantially duplicate a course that may be taken at Vermont Law School.
- e. The total maximum number of credits a student enrolled in this dual degree may earn toward a MELP Internship is nine credits.

- f. The courses taken, the grades awarded, and the credits earned for courses transferred from the University of South Carolina School of Law will be noted on the Vermont Law School transcript, but the course grades will not be included in the student's Vermont Law School grade average. All passing grades (i.e., a grade of D or better) will be accepted.

2. DUAL JD/MELP WITH NORTHEASTERN UNIVERSITY

Through a combination of transfer credits and an environmental law co-op work placement that provides internship credit, Northeastern University School of Law (Northeastern) and Vermont Law School (VLS) will allow students who meet degree requirements at both schools to receive a dual degree of Juris Doctor (JD) and Master of Environmental Law and Policy (MELP) within the three year term of the JD degree.

- a. Students are required to begin the dual degree program at Northeastern.
- b. Vermont Law School will accept 9 (nine) credits of course work completed in the JD program at Northeastern School of Law toward completion of the MELP. Courses taken at Northeastern that are to be applied toward the MELP degree must be approved by the Director of the Environmental Law Center or the Director's designee. Courses taken at Northeastern will not be applied toward the MELP degree if they substantially duplicate a course that may be taken at Vermont Law School.
- c. Northeastern will accept 12 credits toward the completion of the JD.
- d. MELP Internships and Co-op Work Quarters: Students may use one of Northeastern co-op experience as an MELP internship. Students must follow both Northeastern co-op and VLS Internship guidelines and application deadlines.

VIII. MASTER OF LAWS (LLM) DEGREE PROGRAMS

A. MASTER OF LAWS IN ENVIRONMENTAL LAW DEGREE (LLM)

1. REQUIREMENTS FOR THE DEGREE

a. General

- (1) The degree of Master of Laws in Environmental Law (LLM) is granted for regular attendance and satisfactory completion of the prescribed course of study. A minimum of 30 credits is required for the LLM degree. These credits must be selected from courses approved for the LLM program. A cumulative

average of 2.20 is required for successful completion of the LLM degree.

- (2) Each LLM candidate must satisfactorily complete the following may waive Environmental Law, Administrative Law or Federal Natural Resources Law if the candidate has successfully courses to earn the degree: Graduate Seminar, Ecology, Environmental Law, Administrative Law, and Federal Natural Resources Law. With the approval of the Director of the Environmental Law Center or the Director's designee, an LLM candidate completed equivalent course work in a JD program at an ABA accredited law school or comparable international academic institution. The Ecology requirement may be waived by the Director of the Environmental Law Center or the Director's designee, upon a showing of completion of an equivalent course of study at the undergraduate or graduate level. Although requirements may be waived, the total number of credits required for degree completion remains unchanged.
- (3) Optional LLM Thesis or Project

- (a) Thesis

An LLM candidate may choose to write a thesis. Six credits will be given for the satisfactory completion of an LLM thesis. The thesis must be a substantial piece of written work of publishable quality. A 10-15 page thesis proposal must be approved by the LLM candidate's faculty supervisor and the Director of the Environmental Law Center before the thesis is begun.

A student will have three terms to complete the thesis. A student will register in the term in which the thesis project is begun. A student who writes a thesis must make an oral presentation to the Vermont Law School community of the thesis work and must deposit a copy of the thesis in the Vermont Law School Library. The grade will be entered on the transcript in the semester the thesis is completed. Ordinarily, an LLM student will begin the thesis in the spring semester. If a student extends the thesis project beyond three terms, regulation X.C.2 (below) "Temporarily excused from completion of a requirement" applies.

(b) Teaching Project

An LLM candidate may choose to undertake a teaching project. A minimum of 4 and a maximum of 6 credits will be given for a teaching project. To receive credit for teaching, a candidate must satisfactorily complete a teaching practicum under the guidance of a faculty supervisor and the appropriate number of hours of actual teaching in the classroom. A five-page teaching project proposal must be approved by the LLM candidate's faculty supervisor and the Director of the Environmental Law Center before the project is begun.

- (c) An LLM candidate who is a Fellow of the Environmental and Natural Resources Law Clinic (ENRLC) may elect to undertake a second teaching project with the approval of the ENRLC Director. Each teaching project will be for a minimum of 4 credits and a maximum of 6 credits. The second teaching project must provide a qualitatively different experience from the first. The ENRLC Fellow must satisfactorily complete all aspects of each teaching project in accordance with the teaching project plan, subject to the ENRLC Director's approval.

(d) Research Project

An LLM candidate may choose to undertake a research project, either alone or as part of a joint effort with other LLM candidates. A minimum of 2 and a maximum of 6 credits will be given for a research project. An LLM project must be a substantial undertaking, involving significant legal and policy research. A five-page research project proposal must be approved by the LLM candidate's faculty supervisor and the Director of the Environmental Law Center before the project may be commenced. Students engaged in a joint project will be graded on their individual contribution to the project and on their teamwork skills.

A student will have two terms to complete the research project. A student will register in the term in which the project is begun. The grade will be entered on the transcript in the semester the project is completed. If a student extends the research project beyond two terms, regulation X.C.2 (below) "Temporarily excused from completion of a requirement" applies.

b. Credits

(1) Credit Requirements and Course Load

- (a) A minimum of 30 credits is required for the LLM degree. An LLM candidate may take a maximum of 36 credits from courses approved for the LLM degree.
- (b) The minimum course load for the academic year for full-time LLM students is 6 credits per semester; for part-time students the minimum course load is 3 credits per semester. The maximum course load in the fall or winter semester is 14 credits per semester. The maximum course load in the summer program is 11 credits. No exceptions are allowed other than with the prior approval of the Director of the Environmental Law Center or the Director's designee.

(2) Transfer of Credits – Non-Vermont Law School JD Graduates

A student enrolled in the LLM program may be granted credit for courses satisfactorily completed in an LLM program at an ABA-approved law school or at the graduate level of a comparable international academic institution. A student may transfer a maximum of 6 such credits to the LLM program with the approval of the Director or the Director's designee. Before granting such approval, the Director of the Environmental Law Center or his or her designee must determine that the course is relevant and important to the student's overall program of study. Only courses with environmental content are eligible for transfer credit. The Registrar must receive official notification that the course has been completed and that a grade of B minus or better (as defined in regulation VIII.C.1.) has been awarded. Grades from transferred courses will be noted on the student's transcript but will not be used in computing the student's grade average. Once a student has enrolled as an LLM candidate, prior approval must be obtained from the Director of the Environmental Law Center or the Director's designee to obtain credit for courses taken at another institution. No transfer credit will be given for a course completed more than 5 years prior to matriculation into the LLM program.

(3) Transfer of Credits – Vermont Law School MELP Graduates

An LLM candidate who received the Master of Environmental Law and Policy (MELP) degree from Vermont Law School may transfer a maximum of 6 credits of Vermont Law School environmental course work to the LLM degree with the approval of the Director of the Environmental Law Center or the Director's designee. Before granting approval, the Director or his or her designee must determine that the course is relevant and important to the student's overall program of study. Only courses with environmental content are eligible for transfer of credit. The student must have achieved a grade of B minus or better (as defined in regulation X.C.1. below) for the course. Grades from transferred courses will be noted on the student's transcript but will not be used in computing the student's grade average. Once a student has enrolled as an LLM candidate, prior approval must be obtained from the Director of the Environmental Law Center or the Director's designee to obtain credit for courses taken at another institution. No transfer credit will be given for a course completed more than 5 years prior to matriculation into the LLM program.

c. Duration of Program

(1) To obtain the LLM degree, a student must complete the degree requirements within a period of 5 years from matriculation.

b. Students may enter the LLM program in either summer or fall semester.

2. INTERNSHIPS

a. General

An LLM candidate may elect to enroll in a 4 to 9 credit LLM internship.

LLM Internships are designed to allow LLM candidates the opportunity to engage in one-on-one or small group learning in a practical setting such as a governmental agency, law firm, corporation or non-profit organization. The LLM Internship Program is subject to review after two years.

b. Purpose

The goals of the LLM Internship Program are:

- (1) To give LLM candidates interested in an area of environmental law not offered at Vermont Law School an opportunity to learn that area through work with attorneys specializing or practicing in it;
- (2) To allow LLM candidates to develop an area of environmental law expertise beyond the level available through courses at Vermont Law School;
- (3) To provide LLM candidates an opportunity through experiential learning to gain familiarity with or mastery of lawyering skills, including written and oral communication; problem solving; trial preparation; drafting documents, proposed legislation, proposed regulations, pleadings, and other legal materials; interviewing; counseling; negotiation; arbitration; mediation; and other skills.

c. Basic Requirements

- (1) LLM candidates may enroll in a LLM Internship in any semester of the program.
- (2) LLM candidates may receive 4 to 9 credits for an LLM Internship. Students are expected to work 45 hours for each hour of internship credit (e.g., 3 hours x 15 weeks).
- (3) LLM candidates may not enroll in more than one internship or experiential experience. The experiential experiences available to LLM candidates are: the Conservation Law Foundation Internship, the Environmental and Natural Resources Law Clinic, and the LLM Internship.
- (4) LLM candidates will not be allowed to enroll in an experiential placement where they have previously worked as an intern, worked as a volunteer, worked as an employee, or worked for purposes of the LLM Seminar. The Director of the Environmental Law Center or the Director's designee may waive this regulation if the student establishes that the proposed LLM internship will provide a qualitatively different learning experience.

- (5) Certain internships may require particular skills or course prerequisites. These are defined by the field supervisor in conjunction with the Director of the Environmental Law Center or the Director's designee. Only students having such skills or course prerequisites will be eligible for such internships.

d. Creation of the LLM Internship

- (1) An LLM candidate initiates an LLM internship at a new or existing placement by submitting a written proposal to the Director of the Environmental Law Center or the Director's designee. The written proposal must (1) describe the educational objectives of the internship; and (2) explain how the internship relates to the student's curricular plan for the LLM degree. The Director of the Environmental Law Center or the Director's designee has discretion whether or not to allow the student to enroll. The Director or Director's designee must approve the proposed curricular plan for the LLM internship, the field supervisor, and the faculty sponsor.
- (2) An LLM candidate may propose to create an LLM Internship with an existing LLM Internship field supervisor or may propose a new LLM Internship field supervisor. A new LLM Internship field supervisor must submit a Vermont Law School Site Description unless such a description already exists for the field placement. Once a Site Description has been filed, the Director of the Environmental Law Center or the Director's designee will meet with the proposed field supervisor, either in person or by telephone. During the conversation, they will agree on what prerequisite courses, skills, or academic standing are required for eligibility.
- (3) A field supervisor who has filed a Vermont Law School Site Description for the JD Internship program or the MELP Internship program is not required to file another site description for the LLM Internship program. Any field placement approved for the JD Internship program or the MELP Internship program will be approved for the LLM Internship program if (1) the field supervisor is an attorney and (2) the Director of the Environmental Law Center or Director's designee determines that the field placement is appropriate for LLM candidates.

- (4) Once the LLM Internship has been approved by the Director of the Environmental Law Center or the Director's designee, the LLM candidate must prepare a written contract between student, field supervisor, and the faculty sponsor describing (1) the curricular objectives of the internship, (2) the specific tasks to be undertaken during the internship; and (3) the method of evaluation.

e. Duties of LLM Candidate

The LLM candidate is responsible for:

- (1) Preparing the written LLM internship proposal;
- (2) Reviewing existing LLM Internship Site Descriptions for possible placements;
- (3) Meeting with the Director of the Environmental Law Center or the Director's designee to obtain approval of the LLM Internship and proposed internship site;
- (4) Initiating contact with a proposed LLM Internship field supervisor;
- (5) Finding a faculty sponsor;
- (6) Preparing the LLM Internship contract, reviewing it with the proposed field supervisor and the proposed faculty mentor;
- (7) Completing all the obligations of the LLM Internship, including periodic meetings with the field supervisor;
- (8) Communicating with the faculty sponsor on a regular basis;
- (9) Maintaining a journal and providing that journal as well as selected work product to the faculty sponsor;
- (10) Submitting a written evaluation of the LLM Internship to the faculty sponsor.

f. Duties of the Field Supervisor

The field supervisor is responsible for:

- (1) Completing a Site Description and initial meeting with the Director of the Environmental Law Center or the Director's designee;
 - (2) Reviewing the LLM student's written contract and helping the student develop appropriate curricular goals for the internship;
 - (3) Meeting regularly with the LLM student to review the student's work and to help the student reflect on his or her learning;
 - (4) Keeping the faculty sponsor apprised of the LLM student's progress on a regular basis;
 - (5) Completing a written evaluation of the LLM student's work and sharing this evaluation with the student and the faculty sponsor.
- g. Duties of the Faculty Sponsor

The faculty sponsor is responsible for:

- (1) Reviewing the LLM student's written contract and helping the student develop appropriate curricular goals for the internship;
- (2) Communicating with the proposed field supervisor before the beginning of the semester either in person or by telephone;
- (3) Communicating regularly with the LLM student to review the student's journal as well as written work and to help the student reflect on his or her learning experience;
- (4) Contacting the field supervisor periodically during the semester to monitor the progress of the LLM Internship;
- (5) Completing a written evaluation of the LLM student's work and sharing that evaluation with the student;
- (6) Discussing the LLM student's and field supervisor's evaluations with the student;
- (7) Submitting a grade of pass or fail to the Registrar;

- (8) Informing the Director of the Environmental Law Center or the Director's designee of any problems or concerns that develop during the internship.

h. Duties of the Director of the Environmental Law Center

The Director of the Environmental Law Center or the Director's designee is responsible for:

- (1) Maintaining files for approved LLM Internship field placements;
- (2) Reviewing and approving proposed new LLM Internship field placements;
- (3) Reviewing and approving LLM Internship proposals;
- (4) Counseling LLM candidates considering LLM Internships;
- (5) Reviewing the effectiveness of the LLM Internship program on a periodic basis.

i. Faculty Sponsors

- (1) Any member of the regular Vermont Law School teaching faculty, including clinical faculty and associate professors of legal writing, may serve as a faculty sponsor of an LLM Internship subject to the approval of the Director of the Environmental Law Center or the Director's designee.
- (2) Any member of the Vermont Law School adjunct faculty may also serve as a faculty sponsor of an LLM Internship, subject to the approval of the Director of the Environmental Law Center or the Director's designee, but no adjunct faculty member may serve as faculty sponsor and field supervisor simultaneously.

j. Internships cannot be substituted for required courses.

3. GRADES AND ACADEMIC STANDARDS

a. Grading System

Each student's cumulative grade-point average is initially determined after completion of the first semester of course work, in accordance with the following grading system:

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A.....	4.000 ²³
A-	3.666
B+	3.333
B.....	3.000
B-.....	2.666
C+	2.333
C	2.000
C-	1.666
D+	1.333
D	1.000
F	0.000

Pass-Honors (no effect on average)	P-H
Pass (no effect on average)	P
Low-Pass (no effect on average)	L-P
Unexcused absence from examination	FABs

Unexcused failure to complete other course requirements including attendance, papers, etc. F-Wd

The passing grade in an individual course isD (1.000)

b. Designations

Temporarily excused from completion of a requirement. [The student must complete the required work by the end of the spring semester (in the case of a fall semester course), by the beginning of the fall semester (in the case of a spring semester course), or by the end of the fall semester (in the case of a summer session course) or an additional grade of F-Wd will be entered.]²⁴ (See regulation X.A.1.(c) for the rules applicable to the thesis and research projects.)I

²³ These are the course grades; grade point averages are rounded off to two decimal places.

²⁴ If the faculty member submits the grade within this time period, the I designation will be removed from the transcript and the grade entered for the semester in which the student was originally registered for the course. Class rank, Dean’s List, and other honors will not be changed for that semester.

If the student receives an extension or the faculty member does not submit the grade within this time period, the I designation will remain on the transcript and the grade will be entered for the semester in which the work was actually completed.

Excused or voluntary withdrawal from a course...Wd
Year-long course Y
Administrative DelayAD

- c. The following course is graded Pass-Honors/Pass/Low-Pass/Fail:
Environmental and Natural Resources Law Clinic
- d. The following courses are graded Pass/Fail:
Conservation Law Foundation Internship
LLM Internships
Vermont Journal of Environmental Law
- e. Probation and Dismissal
 - (1) Good standing: To be in good academic standing, an LLM candidate must maintain an overall average of at least 2.20.
 - (2) Probation: an LLM candidate will be placed on academic probation if, at anytime after the completion of 6 credits of coursework, the student's cumulative average is between 1.90 and 2.20.
 - (3) Academic dismissal: An LLM candidate will be dismissed if:
 - (a) the student has failed 6 credit hours of course work;
or
 - (b) the student's cumulative average is below 1.90 at any time after the completion of 6 hours of course work;
 - (c) the student's cumulative average is below 2.20 at the end of any semester and if, at the end of any previous semester, the student was placed on academic probation; or
 - (d) the student's cumulative average is below 2.20 at the completion of the LLM program.
 - (4) A student who would otherwise be dismissed under subparagraph 5.c.(3). will be allowed to continue for a second semester²⁵ on

²⁵ For purposes of this regulation, the summer session shall be considered as a "semester."

academic probation if the student's grade point average for the first semester on academic probation, if repeated for the second semester on academic probation with a credit load of 12 credits, is sufficient to achieve the required cumulative average of 2.20 at the end of the second semester on academic probation.

- (5) A student who is academically dismissed may not petition the Committee on Standards for readmission earlier than one year after the date of academic dismissal. The Committee will grant readmission only if it finds that the student has addressed the factors that contributed to the academic dismissal. If the Committee grants a petition for readmission, it may impose any conditions it deems appropriate.

f. Degrees and Honors

- (1) Degrees are awarded at the meetings of the Board of Trustees in the fall and winter and at the commencement held annually at the end of the spring semester. Students successfully completing degree requirements at other times may request a certificate of completion prior to the receipt of a diploma.
- (2) Vermont Law School grants degrees cum laude, magna cum laude, and summa cum laude. These degrees are awarded as follows:
 - cum laude 3.25
 - magna cum laude 3.50
 - summa cum laude 3.75

B. MASTER OF LAWS IN AMERICAN LEGAL STUDIES (LLM)

1. ELIGIBILITY

The Master of Laws in American Legal Studies is specifically designed for students who hold a law degree from an institution outside of the United States.

2. REQUIREMENTS FOR THE DEGREE

- a. A minimum of 29 credits is required for the LLM degree. An LLM candidate may take a maximum of 33 credits.
- b. Course load: The minimum course load for full-time LLM students is 10 credits. The maximum course load is 16 credits in the fall and 17 credits in the spring semester.
- c. Each LLM candidate must satisfactorily complete the following courses: Constitutional Law I and II, Civil Procedure I and II, Contracts, Torts, Criminal Law, Property, and Legal Research and Writing.
- d. LLM candidates have the option of enrolling in one additional course during their second semester, with prior approval of the Director of International Programs.
- e. A cumulative average of 2.20 is required for successful completion of the LLM degree.
- f. Residence requirement: To obtain this degree, students must be in residence at Vermont Law School for two semesters.

3. GRADES AND ACADEMIC STANDARDS

- a. Grading System
Each student’s academic standing is determined at the end of each semester and at the end of the academic year in accordance with the following grading system:

A.....	4.000
A-.....	3.666
B+.....	3.333
B.....	3.000
B-.....	2.666

C+	2.333
C	2.000
C-	1.666
D+	1.333
D	1.000
F	0.000

Pass-Honors (no effect on average)	P-H
Pass (no effect on average)	P
Low-Pass (no effect on average)	L-P
Unexcused absence from examination	FAbs
Unexcused failure to complete other	
Course requirements including	
attendance, papers, etc.	F-W'd
The passing grade in an individual	
course is	D(1.000)

b. Designations

Temporarily excused from completion of a requirement	I
[The student must complete the required work by the end of the spring semester in the case of a fall semester course, by the beginning of the fall semester in the case of a spring semester course, or by the end of the fall semester in the case of a summer session course or an additional grade of F-W'd will be entered.]	
Excused or voluntary withdrawal from a course	Wd
Year-long course	Y
Administrative Delay	AD

c. Probation and Dismissal

- (1) To be in good academic standing, a student must have an overall average of at least 2.20.
- (2) Probation:
A student will be placed on academic probation if, at the end of the first semester, the student's cumulative average is between 1.5 and 2.20.
- (3) Academic dismissal: A student will be dismissed from the law school if:
 - (a) the student has failed a total of eight credit

- hours; or
- (b) the student's cumulative average at the end of the first semester is at or below 1.50; or
- (c) the student's cumulative average is below 2.20 at the end of any semester and if, at the end of any previous semester, the student was placed on academic probation; or
- (d) the student's cumulative average is below 2.20 at the completion of the LLM program.

4. DEGREES AND HONRS

- a. Degrees are awarded at the meetings of the Board of Trustees in the fall and winter and at the commencement held annually at the end of the spring semester. Students successfully completing degree requirements at other times may request a certificate of completion prior to the receipt of a diploma.
- b. Vermont Law School grants degrees cum laude, magna cum laude, and summa cum laude. These degrees are awarded as follows:

cum laude.....	3.25
magna cum laude.....	3.50
summa cum laude.....	3.75

IX. MISCELLANEOUS ACADEMIC REGULATIONS

The regulations in this section apply to all persons taking courses at, or through, Vermont Law School. They apply to students who are candidates for degrees, to students taking courses for credit, and to students auditing courses. The regulations in subsection A apply to all students at all times; the regulations in subsection B apply to all students taking courses in the fall and spring semesters; the regulations in subsection C apply to all students taking courses in the summer session. See regulation XII. for provisions of the Vermont Law School Honor Code.

A. GENERAL

- 1. Regular Attendance

Students are required to attend all classes except where religious observance, serious illness, personal emergency, or a reason that is adequate in the judgment of the professor prevents attendance.

- a. If a student is absent from twenty (20%) percent of the regularly scheduled classes without adequate excuse, the student shall be automatically withdrawn from the course with a grade of F-Wd. Such withdrawal shall not be effective unless the student has been personally warned by the instructor. Personal notice shall include, but is not limited to, notice placed in the student's Vermont Law School mailbox or notice sent to the student's Vermont Law School e-mail address. In summer session, a student may not be absent for more than one class.
- b. Individual faculty may adopt a more stringent attendance policy than specified in paragraph a, provided that students are given notice of that policy.
- c. If a course instructor does not arrive within ten minutes of the scheduled beginning of class, and if no contrary notice has been given, students may disperse, and the class will not meet.

2. Leave of Absence

Requests for leaves of absence should be directed to the Registrar. Ordinarily, no leave will be granted before the completion of the first semester of the first year; leaves may be granted for up to one year. Requests for medical leaves of absence must be directed to the Committee on Standards.

3. Examinations

- a. Students should use examination identification numbers assigned by the Registrar rather than their names on all examination and course papers unless requested to do otherwise.
- b. Students are required to take a regularly scheduled examination in each course; in some courses, seminars, clinical programs, and the like, papers and other assigned work may be substituted.
- c. Students are permitted to have in their possession in the examination room only material authorized by the instructor. Possession of any other materials is grounds for a grade of F and for action under the Vermont Law School Honor Code.
- d. After an examination has been turned in, a faculty member may require of any student whose paper is found to be illegible that a typed

copy of the examination be substituted for grading purposes. At the student's expense the student will be provided by the Registrar with a photocopy of the student's examination paper. The substitute copy of the examination, along with the typed copy, must be returned within ten days, or such shorter period designated by the faculty member. The typed copy must bear the signed certification of the student and typist that it is "an exact, true, and unedited copy of the original."

- e. Take-home examinations may be given at the discretion of the instructor. Any examination extending beyond a full day (9 a.m. to 5 p.m.) is considered a take-home examination. The time for a take-home examination in a first-year course is determined by the instructor and the Registrar. Take-home examinations in other courses will be scheduled for the entire examination period.²⁶ Take-home examinations in summer school extend for the period designated by the Director of the Environmental Law Center or the Director's designee.
- f. An unexcused failure to take such an examination will result in an automatic F-Abs grade for the course. If a satisfactory explanation for the absence is approved by the Committee on Standards, an I (incomplete) is recorded; the regular course grade earned in a subsequent examination will be added to the permanent record when it becomes available.
- g. Except as provided below, students are required to take final examinations at the regularly scheduled examination time unless extraordinary circumstances exist to justify departure from this policy. Extraordinary circumstances are defined as serious personal illness or other personal emergency which will prevent the student from taking the examination at its regularly scheduled time. Personal travel plans outside of an emergency situation will not constitute extraordinary circumstances.

Requests for permission to take a make-up examination must be made to the Assistant Dean of Academic Affairs in advance of the regular examination. If a student is prevented by sudden illness or other cause from submitting a written request, an oral request before the examination should be made to the Assistant Dean for Academic Affairs or the Registrar. Requests alleging illness or other medical problems must include a physician's statement concerning the medical condition.

²⁶ The examination period in the spring semester is shorter for upper division courses than for first-year courses.

A request made after the regularly scheduled examination will generally not be granted, unless unforeseeable emergency circumstances prevented the student from making a pre-examination request.

- h. When the Assistant Dean or the Committee on Standards has excused an absence from an examination, a make-up examination shall be arranged by the Registrar and the instructor. Make-up examinations will be given no later than two weeks following the regular examination period unless Assistant Dean or the Committee on Standards determines that the circumstances justifying the excused absence will continue to prevent the student from taking the examination during that time period.
- i. A student seeking accommodation for disability must contact the Assistant Dean for Academic Affairs and follow the procedures outlined in the Vermont Law School Policy and Procedures for the Provision of Services to Students with Disabilities. The Assistant Dean for Academic Affairs will notify the Registrar of the appropriate accommodations to be provided a student. The Registrar will notify the student of the time and place for each examination.
- j. A student seeking accommodation for a temporary disability must contact the Assistant Dean for Academic Affairs prior to the beginning of the examination period. (If the condition arises during the examination period, the student must contact the Assistant Dean or the Registrar as soon as possible within the examination period.) The Assistant Dean or the Registrar may require medical documentation of the temporary disability. The Registrar, in consultation with the Assistant Dean for Academic Affairs, will provide appropriate accommodation and notify the student of the time and place for each examination as well as the nature of the accommodation provided. Accommodation for a temporary disability will be provided only for examinations during one semester (or one summer session). A student seeking accommodation beyond one term should contact the Assistant Dean for Academic Affairs.
- k. A student who is unable to take a regularly scheduled examination for religious reasons should contact the Registrar. The Registrar will move the examination to the first day, following the scheduled day, when that student is not taking another examination.
- l. A student seeking additional time on examinations or other accommodation because English is not the student's native language must contact the Assistant Dean for Academic Affairs. The student must provide the Assistant Dean with appropriate documentation supporting his or her request. The Assistant Dean will notify the

Registrar of the appropriate accommodations to be provided a student. The Registrar will notify the student of the time and place for each examination.

- m. A student should not be required to take more than one examination per day or three examinations on consecutive days.
 - (1) Two Examinations on the Same Day: A student with two examinations scheduled on the same day may request a rescheduling of the examination for the course with the lower enrollment to the first day, following the scheduled day, when that student is not taking another examination.
 - (2) Three Examinations on Consecutive Days: A student scheduled to take three examinations on consecutive days may request that one examination (usually in the course with the lowest enrollment) be rescheduled to the next available examination date. The next available examination date may be a Saturday.
- n. Other Rescheduling Requests: Any request to take an examination early, or to reschedule an examination for any reason other than described in m.(1) and (2), above, must be submitted to the Committee on Standards for approval.
- o. Requests made to reschedule examinations under m.(1) and (2) must be presented in writing to the Registrar's Office, on the form available in the Registrar's Office.

All other rescheduling requests, including all requests to reschedule an examination on a day earlier than the regularly scheduled examination, must be made by submitting a written petition to the Committee on Standards.

- p. Upon approval of a request by the Registrar or the Committee on Standards, the student will be notified of the rescheduled day and time, and of the procedure for picking up and turning in the examination. A rescheduled examination may not be given on a day *earlier than* the regularly scheduled examination without the express consent of the faculty member. (Examinations with extended time may begin at a *time* earlier than the regularly scheduled examination if the examination is given on the same day as the regularly scheduled examination.)
- q. The Registrar will maintain a list of rescheduled examinations showing the students and courses for which examinations have been rescheduled. The Registrar will note on the list the date each

examination is administered and the date the completed examination is given to the professor.

- r. A student taking a rescheduled examination must certify in writing, at the time she/he receives the examination, that he/she has not looked at the examination or discussed it with anyone.

- s. PASS/FAIL OPTION

A student who experiences the death of a spouse, life partner, child, parent, brother, or sister anytime after the beginning of the semester may elect to complete any or all of the particular semester's course requirements on a pass/fail basis. The student must provide the Registrar's Office with written notice prior to the administration of each examination or the due date of other required work for which this option is selected.

4. Grading Procedure

- a. The recommended average grade for all first-year courses, other than Legal Writing II and Legal Methods, and for all other courses with an enrollment of 40 or greater is a B. For purposes of this regulation a B is equivalent to a numerical score of 2.84 to 3.17.
- b. Once grades have been turned in to the Registrar, no grade change may be made without the approval of the Committee on Standards and ordinarily only if the instructor certifies that the change is necessary because of mathematical error.
- c. The Committee on Standards may also undertake to review the substance of the work product of a course, or cause other members of the faculty or outside experts to undertake a review of the work product of a course, if, but only if, a student who complains about a grade:
 - (1) Receives a grade below a C for the course; and
 - (2) Alleges that the grade was based in whole or in part on factors other than the merits of the student's performance in the course; and
 - (3) Produces clear and convincing evidence extrinsic to the work product that the grade was based in whole or in part on factors other than the merits of the student's performance in the course.
 - (4) "Work product" includes, but is not limited to, an examination, take-home examination, research paper, empirical study, brief,

memorandum of law, or oral exercise which has been electronically recorded.

- (5) "Factors other than the merits of the student's performance in the course" are limited to prejudice against the student based upon the student's race, color, religious belief, national origin, political belief, sex or sexual orientation, or personal animosity toward the student, or upon the personal, political, religious, moral, or ethical views of the faculty member.
- (6) If, and only if, the student satisfies the requirements of (1), (2), and (3) of this section, the Committee shall review, or cause the review of, the work product on its merits and make a determination as to whether the grade for the work product was justified. The standard shall be whether any reasonable faculty member teaching in the subject area would have given the grade complained of. If the Committee finds that a reasonable faculty member could have given the grade, the grade shall stand; if the Committee finds that no reasonable faculty member could have given the grade, the grade shall be removed from the student's transcript and shall be replaced by a grade of pass.

d. It is explicitly recognized that, subject to the limitations described in this section, members of the faculty have very broad discretion to set academic standards and award grades and nothing herein shall be construed to otherwise limit that discretion.

5. Use of Name of Vermont Law School in a Representative Sense

Students in Vermont Law School shall not, without the consent of the President and Dean, either individually or collectively, use the name of Vermont Law School in a representative sense in any activity of any kind outside the regular work of the school. Violations of this rule are regarded as sufficient cause for dismissal.

6. Repetition of Failed Courses

Where a student has failed a required course, the Registrar will add the course to the student's registration for the next available time that it is offered. Where a student has failed an elective course, the student may not re-register for the course except with the permission of the instructor teaching the course. Where the course is permitted to be repeated, both grades are shown on the student's permanent record and are included in the cumulative average.

7. Tutoring in Basic English

Academic Regulations

Any student who has significant difficulty with basic English may be required to work in a tutorial program at the student's expense.

B. FALL AND SPRING SEMESTERS

1. Changes and Withdrawals:

- a. Courses may not be added after the sixth class day of the semester without the written permission of the professor.
- b. A student may drop an elective course with limited registration no later than the end of the fifth day of classes.
- c. A student may drop other elective courses no later than the end of the tenth day of classes.
- d. A student may not withdraw from a required course, an internship, clinical offerings, or General Practice Program courses. A student may withdraw from a limited enrollment course or seminar only with the written permission of the professor no later than the last day of classes for the semester. A student may withdraw from other elective courses no later than the last day of classes for the semester. A student may not withdraw from any course or seminar after the instructor has submitted a grade, including a grade of F-Wd, to the Registrar. If a student withdraws after the time limitations in subsections b. and c.(above) the course will appear on the student's transcript with the notation "Wd." A student who has received a "Wd" for a particular course may not take that course for credit without first obtaining the written permission of the instructor giving the course for credit.
- e. No student may drop or add the South Royalton Legal Clinic or the Environmental and Natural Resources Law Clinic after the first day of classes. However, if the program is determined by the Director of the South Royalton Legal Clinic or the Environmental and Natural Resources Law Clinic to be under enrolled, a student may add the course, with the Director's permission, within the first calendar week of classes.
- f. No student may drop or add the Legislative Clinic after the last day of classes of the fall semester.
- g. No student may drop or add Mediation Field Work after the required training session.

- h. For any addition, drop, or voluntary withdrawal to be effective, written notice must be received by the Registrar before the close of office hours on the day indicated above.
 - i. A student may not withdraw from any course, seminar, internship, or clinic in the student's final semester.
 - j. A JD student may not voluntarily withdraw from a course if doing so reduces the student's course load to less than 10 credit hours.²⁷ A MELP or a LLM student may not voluntarily withdraw from a course if doing so reduces the student's course load to less than the minimum required to remain in the program.
 - k. A student who has registered for a course and who has not withdrawn from the course under the above regulations is expected to complete all requirements of the course.
 - l. Preferences for assignments to oversubscribed, limited enrollment courses, and seminars are determined by the Registrar under rules promulgated by the Vice Dean for Academic Affairs.
2. Special Students²⁸

Vermont Law School permits enrollment by students who are not enrolled in a degree program at Vermont Law School or another law school, provided that such individuals have obtained a bachelor's degree or completed substantially all of the work required for a bachelor's degree. Permission to take a particular class as a non-degree student rests in the discretion of the Vice Dean for Academic Affairs and the Professor teaching the course. Non-degree students are required to fulfill the same course requirements as degree candidates. They will be graded and receive Vermont Law School credit upon completion of the course. Non-degree students are subject to the same rules and regulations as degree candidates, and they have access to the Vermont Law School library and other Vermont Law School facilities.

Courses taken as a non-degree student may not be transferred into the JD program for credit and do not satisfy the residence requirement of regulation II.A.4. Vermont Law School does not grant credit toward the JD degree for courses completed prior to the student's matriculation as a candidate for the JD degree at an ABA-accredited law school. (See regulation II.A.5.d.)

²⁷ Audited courses do not count toward this total.

²⁸ For summer school courses see regulation XI.C.2.

Courses taken as a non-degree student may be transferred into the MELP program at the discretion of the Director of the Environmental Law Center or the Director's designee. See regulation III.A.2.d.

Non-degree students are required to pay tuition on a per credit basis.

3. Auditing²⁹

- a. A regularly enrolled student may audit free of tuition a maximum of two courses each semester provided (1) the student has completed the first year and is in good academic standing; (2) the student is taking for credit the minimum load of 10 semester hours; (3) the instructor consents; and (4) there is a seat available according to the Registrar's records. The fact that a student has audited a course will be noted on the student's record. A student who has audited for more than three weeks shall not be permitted to take the course for credit without first obtaining the permission of the instructor giving the course for credit. A student may change his registration to "audit" no later than the last day of classes for the semester if the instructor consents. Should a student decide to discontinue an audited course or the instructor determines the student has not satisfied the requirements to maintain audit status, the course will be removed from the student's registration.
- b. Auditing by non-Vermont Law School students is allowed with the consent of the Vice Dean for Academic Affairs and the instructor, under terms prescribed by them and upon payment of the required fee. Any certification of auditing of this type shall state that Vermont Law School makes no representation as to the individual's (1) qualifications, (2) attendance, or (3) comprehension of the materials.

C. SUMMER SESSION

1. Course Load, Changes and Withdrawals

The following restrictions apply to all students.

- a. Course Load: The maximum course load in the summer program is eleven credits. No exceptions are allowed other than with prior written approval of (1) the Director of the Environmental Law Center or the Director's designee for students pursuing an MELP or LLM in Environmental Law degree or (2) the Vice Dean for Academic Affairs or the Vice Dean's designee for students pursuing a JD degree.
- b. Changes and Withdrawals:

²⁹ For summer school courses see regulation XI.C.3.

- (1) Students are not permitted to add or drop a summer course after the start of the second class period.
- (2) A student may not withdraw from a required course or an internship. A student may withdraw from a limited enrollment course or seminar only with the written permission of the instructor no later than the last day of class of that course or seminar. A student may withdraw from other elective courses no later than the last day of class of that course. A student may not withdraw from an elective course after the instructor has submitted a grade, including a grade of F-Wd, to the Registrar. If a student withdraws after the time limitation in subsection (1) (above), the course will appear on the student's transcript with the notation "Wd." A student who has received a "Wd" for a particular course may not take that course for credit without first obtaining the written permission of the instructor giving the course for credit. A student who withdraws from an elective course after the time limitations in subsection (1) (above), will receive a tuition credit only in the amount allowed by the tuition refund schedule for withdrawals. (A copy of this schedule is contained in the Tuition and Expense section of the Vermont Law School summer bulletin.)
- (3) A student who has registered for a course and who has not dropped or withdrawn from the course under the above regulations is expected to complete all requirements of the course.
- (4) For an addition, drop, or voluntary withdrawal to be effective, written notice must be received by the Registrar before the close of office hours on the day indicated above.

2. Special Students

The Environmental Law Center permits course enrollment during summer session by students enrolled in other colleges and universities who can thereby advance their learning in their major field of study provided they receive the permission of the Director of the Environmental Law Center or Director's designee. Such students shall be non-degree candidates but shall be graded and receive Vermont Law School credits upon successful completion of such a course.

3. Auditing

- a. A regularly enrolled student may audit free of tuition one course during the summer session provided (1) the instructor consents, and

Academic Regulations

(2) there is a seat available according to the Registrar's records. The fact that a student has audited a course will be noted on the student's record. A student who has audited for more than two class periods shall not be permitted to take the course for credit without first obtaining the permission of the instructor giving the course for credit. A student may change his registration to "audit" no later than the last day of the course if the instructor consents. Should a student decide to discontinue an audited course or the instructor determines the student has not satisfied the requirements to maintain audit status, the course will be removed from the student's registration.

- b. Auditing of summer session courses by students not enrolled in a Vermont Law School degree program is allowed with the consent of the Director of the Environmental Law Center or the Director's designee and the instructor under terms prescribed by them and upon payment of the required fee.

X. VERMONT LAW SCHOOL HONOR CODE

ARTICLE I. AN HONOR CODE FOR ACADEMIC INTEGRITY & HONESTY

A. Statement of principles

Vermont Law School is a community of adults and professionals committed to the principles of academic integrity and honesty which are the underpinnings for the responsible exercise of academic freedom. As an expression of this commitment, Vermont law School has developed this Honor Code with attendant procedures to deal with instances of academic dishonesty and misconduct which may occur in connection with any aspect of a student's work and performance in curricular (e.g. courses, experiential programs) or co-curricular (e.g. law review, moot court) endeavors. It is the duty and responsibility of all members of the Vermont law School community to report any known or suspected violations of this Honor Code. The Honor Code seeks to preclude the following forms of academic dishonesty and misconduct:³⁰

1. Any conduct pertaining to academic matters that evidences fraud, deceit, dishonesty, or an intent to obtain unfair advantage over other students, and
2. Any conduct that violates Vermont Law School academic regulations or written policies not inconsistent with this Honor Code, and

³⁰ Non-academic matters are governed by a separate Code of Non-Academic Conduct.

3. Any other conduct pertaining to academic matters that raises serious doubts about the accused student's honesty, integrity, or fitness to practice law.

B. Prohibited Conduct

This Honor Code recognizes two classes of violations which may attract the sanctions described in Article V below. To assist students in understanding their responsibilities under the Honor Code, the following is a list of conduct pertaining to academic matters which violates this Honor Code.

CLASS ONE VIOLATIONS:

The following offenses shall qualify as Class One Violations under Article V:

1. A student shall not plagiarize. Plagiarism is knowingly appropriating another's words or ideas and representing them in writing as one's own. Whenever a student submits written work, including an examination, as his or her own, the student shall not use the words of another without acknowledging the source. If the words of another are paraphrased or the ideas of another are used, there must be a clear attribution of the source.
2. A student shall not invade the security maintained for the preparation and storage of examinations.
3. While taking an examination, a student shall neither possess nor refer to any material not authorized by the instructor for use during the examination.
4. In connection with an examination or an academic assignment, a student shall neither give, receive, nor obtain information or help in any form not authorized by the instructor or the person administering the examination or assignment.
5. A student who is taking or has taken an examination shall not discuss any part of that examination with another student who is taking the examination or will be taking a deferred examination when such a discussion is likely to endanger the security of the examination questions.
6. A student shall not submit any written work, or part thereof, prepared, submitted or used by him or her for any other purpose (such as work prepared for or submitted in another course, work prepared for a law journal, clinic, law firm, government agency, or other organization), or prepared by another, except upon specific disclosure of the facts and receipt of permission from the instructor to whom the work is submitted.
7. A student shall not take or copy materials of an academic nature belonging to another student without the express consent of the latter.

CLASS TWO VIOLATIONS:

The following offenses will qualify as Class Two Violations under Article V:

1. A student shall not make a false statement regarding an academic matter to a law school faculty member, administrator or to the Honor Committee.
 2. With respect to the Law School Library, a student shall not knowingly (a) mark, mutilate or destroy library material; (b) hide, misshelve, or misfile library material; or (c) remove library material from the library without authorization.
 3. A student shall not obstruct the Honor Code process.
 4. A student shall not engage in any other conduct which in determination of the Vice Dean and the Honor Committee evidences dishonesty or a manifest lack of fitness to practice law.
- C. Standard of Proof

Before a student may be found to have violated this Honor Code, there must be clear and convincing evidence that the accused committed the acts constituting the violation. This burden of proof shall apply in both the informal and the formal processes.

Unless otherwise specified in the examples above, a student is guilty of a violation of the Honor Code if she or he acted purposely, knowingly or recklessly. A student acts purposely if it is the student's conscious object to engage in prohibited conduct or to cause a prohibited result. A student acts knowingly when that student knows that such conduct is prohibited or knows that his or her conduct will cause a prohibited result. A student acts recklessly when that student consciously disregards a substantial and unjustifiable risk that his or her conduct will fall within prohibited conduct or cause a harmful result.

It is not a defense to charges of violating this Honor Code for a student to claim he or she has not received, read or understood this Honor Code, or is otherwise ignorant of its provisions. A student is held to have notice of this Honor Code by enrolling in a Vermont law school class.

ARTICLE II. ADMINISTERING THE HONOR CODE

- A. Principal responsibility for administering the policies and procedures of this Honor Code shall lie with the Vice Dean for Academic Affairs and/or an Honor Committee duly constituted as described below.

- B.. The Honor Committee consists of six members who shall represent the student body, the faculty and the Administration and which shall act according to procedures as set forth below in Article IV.
- C. The makeup of the Honor Committee shall be as follows: (a) the Vice Dean for Academic Affairs as Ex Officio member³¹; (b) Four students, one elected from each of the JD classes and one from the MELP and LLM classes combined; (c) Two faculty members appointed by the President and Dean of the Law School.

ARTICLE III. TERM OF OFFICE

- A. All student members shall be elected to serve one year terms with no bar to reelection for a subsequent term. If for any reason a student member is unable to complete his or her term or to participate in the resolution of a particular matter (See, Article III, Paragraph 3) an alternate student member shall complete the term or participate as necessary. The alternate student member shall be appointed by the President of the Student Bar Association (SBA), or by the Vice-President of the SBA, or by the Treasurer of the SBA, or by the Secretary of the SBA, if the President already serves on the Honor Committee.
- B. All faculty members shall be appointed for one year terms. If for any reason a faculty member is unable to complete his or her term or to participate in the resolution of a particular matter (See, Article III, Paragraph 3), an alternate faculty member, appointed by the President and Dean of the Law School, shall complete the term or participate as necessary.
- C. Any member of the Honor Committee (including the chair) who believes that he or she may be unable to render an impartial decision in any case shall excuse himself/herself from such case; alternatively, the Honor Committee may remove any Honor Committee member from a case if a majority of the remaining Honor Committee members believes that member may be unable to render an impartial decision in the case. Because Vermont Law School is a small community, knowledge of or acquaintance with the accused student and/or witnesses in a hearing, awareness of a case, participation in campus issues related to the subject matter of a case, or participation in the disciplinary process prior to the hearing of the case shall not automatically be grounds for disqualification. Any concern an accused student may have about the ability of any Honor Committee member or alternate to render an impartial decision in his or her case must be submitted in writing to the chair. This submission must include any supporting materials and must be submitted at least 72 hours in advance of the formal hearing.

³¹ Ex Officio in this context means the Vice Dean for Academic Affairs participates, but does not vote, on matters before the Honor Committee. The Vice Dean participates in hearings before the Honor Committee under the Formal Process as described in IV (C).

ARTICLE IV. PROCEDURES

A. Initial Charge

1. A person who wishes to make a charge of a violation of the Honor Code against a student must report the violation to the Vice Dean for Academic Affairs. Such a report must be made in writing. An anonymous report of a violation will not be sufficient to initiate an investigation or hearing under this Honor Code.
2. As soon as practicable, but no later than fifteen working days (defined as periods during which all administrative offices of the Vermont Law School are open and operating under regular business hours) after receiving the written report of the violation, the Vice Dean shall notify the accused student in writing that a complaint has been filed. In addition, the Vice Dean will inform the accused student of his/her rights under the Honor Code, including the appointment of an advocate for the accused student. The Vice Dean will also inform the student that a preliminary investigation into the matter will be conducted by a named investigator whose report will be submitted to the Vice Dean.
3. At the same time as the Vice Dean notifies the accused student of the complaint, the Vice Dean shall notify the remaining Honor Committee members of the alleged violation and shall provide the Honor Committee with a preliminary timetable whether the matter proceeds under the formal or informal process.

4. The Investigator

The Vice Dean for Academic Affairs shall appoint an investigator from among the faculty, staff administration, or students. When the investigator appointee may be a student, this appointment shall be made in consultation with the President of the SBA (unless s/he is serving on the Honor Committee, in which case the consultation may be with the Vice-President of the SBA, or the Treasurer of the SBA, or the Secretary of the SBA). The investigator may speak with the accused student, and other witnesses, and may obtain statements and any evidence or facts necessary to report to the Vice Dean for Academic Affairs. The investigator shall submit a report about the matter to the Vice Dean within twenty-one (21) calendar days following his/her appointment as investigator unless good cause exists to warrant a reasonable extension of time .

5. Advocate for the Accused Student

The Vice Dean for Academic Affairs shall appoint an advocate for the accused student from among the faculty, staff, administration, or student body. When the advocate appointee may be a student, this appointment

shall be made in consultation with the President of the SBA (unless s/he is serving on the Honor Committee, in which case the consultation may be with the Vice-President of the SBA, or Treasurer of the SBA, or Secretary of the SBA). The Advocate will serve as advisor to the accused. The advocate may also speak for the accused to the Honor Committee and act on the accused's behalf at the formal hearing. The accused student may prefer to have an advocate other than the appointed person in which event, the appointed advocate shall serve as an advisor on Honor Code procedure to the advocate of choice.

B. Informal Process

1. After receiving the investigator's report, the Vice Dean for Academic Affairs may: (a) determine that even if the facts alleged are true, no violation of the Honor Code has taken place; or (b) determine that it is more probable than not that a violation has taken place and may proceed to take action as outlined in paragraph 2 below. Either determination shall be communicated to the accused student in writing within a reasonable time following the Vice Dean's receipt of the investigator's report.
2. If the Vice Dean for Academic Affairs determines that it is more probable than not that a violation of the Honor Code has occurred, the Vice Dean may proceed as follows. A discussion of the charges and the formal process as outlined below in Section C shall be held with the accused student. The student will be given the option of going forward with the formal process or agreeing in writing to abide by both the decision of the Vice Dean as to whether a violation of the Honor Code occurred and the penalty assessed by the President and Dean of the Law School upon recommendation of the Vice Dean. Such an agreement by the student will constitute a waiver of any right to the formal process including the right to appeal. The accused student does not waive the right to make public the outcome of the informal process. In this informal process, the President and Dean of the Law School retains the right to accept, reject or modify any recommendation which may be made by the Vice Dean. The decision of the President and Dean of the Law School is final.

C. Formal Process

1. If the Vice Dean for Academic Affairs concludes that the facts warrant a finding that it is more probable than not that a violation of the Honor Code has taken place and that the case is not one which will be dealt with informally above, the Vice Dean will notify the Honor Committee in writing of the nature of the complaint and of her or his conclusions. The Vice Dean will also notify the student accused in writing that the case is being referred to the Honor Committee for further proceedings. This notice shall include the names of all members of the Honor Committee.

2. The Vice Dean may request that the investigator conduct further investigation in preparation for the formal hearing.
3. The Honor Committee as described in Article II (3) shall conduct a formal hearing of this matter at a meeting scheduled not more than thirty (30) calendar days after the Vice Dean has reported a probable violation of the Honor Code to the Honor Committee. The Honor Committee shall meet to elect a chair for the hearing. It shall be the chair's responsibility, prior to the formal hearing, to (1) distribute a copy of the investigator's report to each member of the Honor Committee; and (2) to ensure that each member of the Honor Committee has received from the Vice Dean for Academic Affairs the written notice of the nature of the complaint and the Vice Dean's conclusions. The Vice Dean for Academic Affairs is not a member of the Honor Committee when it sits in formal hearing.
4. Formal Hearing

The Vice Dean, along with the appointed investigator, shall present the matter to the Honor Committee. This hearing is not intended to be adversarial in nature (e.g. a prosecution and defense role). Rather, the purpose of the hearing is for the Honor Committee to gather information to enable it to make a factual determination as to whether or not a violation of the Honor Code has occurred, and if so, to recommend a penalty. To that end, the Honor Committee will call and question witnesses and receive any relevant documents. Because this is not a trial, rules of evidence may be more relaxed in the interest of gathering all relevant information. The accused student will be entitled to have counsel present at the hearing, in addition to his/her advocate. The accused student or any such counsel or advocate will also have the right to call and question witnesses, the right of access to any and all documents offered as evidence, and the right to examine such documents.

After hearing all witnesses and considering all evidence presented, the Honor Committee shall decide whether a violation of the Honor Code has occurred. A majority vote of the six Honor Committee members voting shall be necessary for a finding of violation and the imposition of any sanction. *However, a recommendation of expulsion or a recommendation that an awarded degree be withdrawn shall require unanimity.*

After the formal hearing is concluded, the chair of the Honor Committee shall assign one member of the Honor Committee to prepare a written report stating: (1) the essential findings of fact upon which the committee's determination of violation or no violation is based; (2) the conclusions of law which are necessary to support the determination; and (3) the recommended sanction if a determination of violation is made. Concurring and dissenting members may prepare reports explaining their

positions. Copies of the report(s) shall be given to the accused student and to the President and Dean of the Law School.

The Honor Committee shall tape record the hearing in each case. The recording, documents received and the opinion of the Honor Committee shall be retained in the President and Dean's Office. This record may be referred to by the Honor Committee for any purpose and by the President and Dean of the Law School in the case of appeal, but the confidentiality of the record should otherwise be maintained. The accused student shall have the right to make public the results of the formal hearing. At any time after three years, the Honor Committee may destroy the record except for the final report/opinion of the Honor Committee and the opinion of the President and Dean of the Law School, if any.

If the accused student does not appeal the decision of the Honor Committee within seven days after receiving the written report of the Honor Committee pursuant to Article VI, the decision of the Honor Committee shall become final and binding upon all parties, and the President and Dean of the Law School shall proceed to consider implementation of the recommended penalty. In so doing, the President and Dean of the Law School shall have plenary power to accept, reject or modify the recommended penalty. The decision of the President and Dean of the Law School is final.

D. Resolution of the Case Without a Hearing

At any time the accused shall have the right to make a proposal for resolution of the matter to the Vice Dean for Academic Affairs or to the Honor Committee. Any such proposal shall include acknowledgment by the accused student of a violation, and shall include a waiver of all rights to the formal process including the right to appeal under the Honor Code with the understanding that the President and Dean of the Law School can modify all agreed to sanctions.

E. Time Limitation

No complaint may be filed more than sixty (60) days after the occurrence of the alleged violation or sixty (60) days after the day that the alleged violation and/or the identity of the accused student should have reasonably been discovered.

F. The Power to Appoint Alternates

Should it become necessary at any point during the informal or formal processes, the President and Dean of the Law School shall have the power to appoint alternates to serve the role(s) of the Vice Dean(s).

G. Notice

Notice to the accused student shall be given through the United States mail to the local address contained in the accused student's educational file. If there is no local address, notice will be sent to the accused student's permanent address.

Notice to members of the Honor Committee required by this Honor Code can be provided either through the Vermont Law School campus mail system (the notice is thereby placed in the individual's campus mailbox) or through the United States mail.

Notice will be considered given on the date the notice is placed in the mail.

ARTICLE V. SANCTIONS

If through the informal or formal process it is determined that the accused student has violated one or more of the provisions of this Honor Code, the Honor Committee members or the Vice Dean shall recommend a sanction³² in accordance with the provisions below:

Class One Sanctions: If the Honor Committee members or the Vice Dean conclude that the student has committed a Class One violation of the Honor Code as defined in Article III, Section B, the recommended penalty shall be suspension, expulsion or withdrawal of an awarded degree, *unless* the Honor Committee members or Vice Dean find substantially mitigating circumstances warrant a lesser penalty as set out in the following paragraph. *A recommendation of expulsion or a recommendation that an awarded degree be withdrawn shall require unanimity*

Class Two Sanctions: If the Honor Committee members or Vice Dean conclude that the student has committed a Class Two violation of the Honor Code as defined in Article III, Section B, the Honor Committee members or Vice Dean shall recommend such lesser penalty as they deem appropriate, including, but not limited to: a warning; a fine; probation; reference to counseling; or notation in the student's permanent file, *unless* the Honor Committee members or Vice Dean find substantially aggravating circumstances warrant a harsher penalty as set out in the preceding paragraph.

Notation on Official Transcript: The fact of a violation, whether subject to a Class One or Class Two sanction, shall in the usual case be noted on the student's official transcript. For purposes of this section, the official transcript means the official record of the student's academic history at Vermont Law School in all

³² Grade adjustments have been excluded from the list of sanctions. Grading is solely a faculty function. A faculty member may consider a determination that a student violated the Honor Code, for example by cheating or plagiarism, in assigning a grade. The President and Dean of the Law School cannot, however, compel the faculty member to adjust a grade based on the result of an Honor Code determination.

programs (e.g. JD, MELP, LLM, or joint-degree) in which the student is enrolled at the time of the violation.

ARTICLE VI. APPEALS

- A. The accused student may appeal the decision of the Honor Committee directly to the President and Dean of the Law School. Within seven days after receiving the written report of the Honor Committee, any accused student wishing to appeal shall give written notice of such intention to the President and Dean of the Law School. The accused student shall include a statement of the basis for such an appeal with the written notice. The review shall be on the record.
- B. The President and Dean of the Law School shall notify the Honor Committee and the involved faculty member, if any, of the appeal.
- C. The Honor Committee shall make available to the President and Dean of the Law School a copy of the tape recording of the hearing and copies of any documents received by the Honor Committee.
- D. The President and Dean of the Law School shall schedule a meeting with the accused student within a reasonable time after receiving the written notice of appeal. The President and Dean of the Law School shall allow the accused student, the student's counsel or advocate, the Vice Dean for Academic Affairs and/or the investigator, to present arguments at that meeting.
- E. Factual findings of the Honor Committee shall not be overturned on appeal absent a showing that the findings are not supported by relevant evidence. Deference shall be accorded determinations of credibility made by the Honor Committee. Determinations of what constitutes relevant evidence shall be overturned only for abuse of discretion.

Conclusions of law, including interpretations and applications of this Honor Code, may be overturned upon a showing that the conclusions are erroneous.

The President and Dean of the Law School shall have the plenary power to accept, reject, or modify the recommended penalty. The decision of the President and Dean of the Law School is final.

ARTICLE VII. AMENDMENT OF THE HONOR CODE

- A. This Honor Code may be amended upon the initiative of (1) a majority vote of the members of the Honor Committee; (2) a majority vote of the faculty; or (3) a petition signed by 50 or more Vermont Law School students. Any amendment must be approved both by a majority of the student members of the Honor Committee together with the members of the Student Bar Association voting as one body and by the faculty. If a student is both a member of the governing body

of the Student Bar Association and the Honor Code Committee, the student shall have only one vote.

- B. Amendments to this Honor Code shall be effective upon approval by the faculty and by the student members of the Honor Committee together with the Student Bar Association.

XI. COMMITTEE ON STANDARDS POLICIES AND PROCEDURES

The faculty has delegated responsibility for administration of the Academic Regulations to the Committee on Standards. Any student who seeks a discretionary decision provided for under the regulations, or the waiver of a regulation, must petition the Committee; students should not contact individual members of the Committee concerning any matter which may come before the Committee.

A. MEETINGS OF THE COMMITTEE

1. Regular meetings of the Committee are ordinarily held monthly. The schedule of regular meetings will be posted on the official bulletin board at the beginning of each semester. Special meetings are held at the discretion of the chair. The Committee may meet telephonically or electronically.
2. Two members of the Committee shall constitute a quorum for the Committee to take action upon student petitions.
3. The deadline for submission of petitions shall be on the day preceding the meeting of the Committee at which the student seeks a decision. The Committee may, in its discretion, consider late petitions.
4. The Registrar shall serve as Secretary to the Committee on Standards.

B. PETITIONS AND PERSONAL APPEARANCE

1. The student shall submit a typewritten petition to the Registrar, setting forth in detail the student's request and the reasons why the Committee should grant the request.
2. In any case which may result or has resulted in suspension or dismissal from the school, the student has a right to a personal appearance before the Committee. Such personal appearance must be requested at the time of the student's original petition, and the student shall appear at the time the petition is being considered by the Committee. In any other case, the student may request a personal appearance, which shall be granted only by unanimous consent of the members of the Committee.

C. NOTICE OF ACTIONS

The Committee shall notify the following parties in writing of its action when appropriate: Registrar, President and Dean, student's instructor, Business Office.

D. PETITIONS FOR REHEARING

If a student's petition is denied in whole or in part, the student may request reconsideration of the petition. Such a request will ordinarily be granted only upon presentation of new information which was not available at the time of submission of the original petition.

