

OKLAHOMA CITY UNIVERSITY SCHOOL OF LAW

2024-2025 ACADEMIC HANDBOOK

This Handbook contains the following items, current as of July 31, 2024. A current version of these items is available on the D2L site for Law Registrar's office. These materials are updated from time to time, and the **current version, available online, is the official version.**

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Every effort has been made to ensure the accuracy of the information presented in this handbook. However, all courses, course descriptions, materials, schedules, sequences of courses in programs, instructor designations, curricular degree requirements, methods of instruction, locations of instruction, and fees described herein are subject to change or elimination without notice. This information is provided solely for the convenience of the reader and does not constitute or create a contract between prospective or current students and Oklahoma City University. Students should consult the appropriate department, school, college, or graduate division for current information, as well as for any special or temporary rules or requirements imposed by the department, school, college, or graduate division.

Important Notices

Non-Discrimination Oklahoma City University and the School of Law pledge to recruit, select, and promote diversity by providing equality of opportunity in higher education for all persons, including faculty and employees with respect to hiring, continuation, promotion and tenure, applicants for admission, enrolled students, and graduates, without discrimination or

segregation on the grounds of race, color, religion, national origin, sex, age, handicap or disability, sexual orientation, or veteran status.

The university chief human resources officer, whose office is located in the Clara E. Jones Administration Building on main campus, telephone (405) 208-5075, coordinates the university's compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Rehabilitation Act of 1973, the Americans with Disabilities Act and amendments, and the Age Discrimination in Employment Act.

Reports of discrimination, harassment, and/or retaliation may be made to the University's Title IX Coordinator, using the online form available [here](#), or by means of the campus hotline at 866-943-5787. The university's Title IX coordinators are

Dr. Amy R. Ayres
Interim Director Title IX Coordinator
University Center, Suite 257
(405) 208-7900
aayres@okcu.edu

Special Accommodations: In the School of Law, the Associate Dean for Academic Affairs is the liaison for special accommodations. Law students who believe they need special accommodations should notify the Associate Dean for Academic Affairs, who can provide further information about procedures for requesting special accommodations. Students should consult the Law Student Disability Services brochure, available at <https://ocuonline.okcu.edu/d21/le/content/148044/Home>

Your Rights Under FERPA. The Family Educational Rights and Privacy Act (FERPA) gives you certain rights with respect to your educational records. Those rights are: the right to inspect and review your educational records; the right to request the amendment of your educational records to ensure they are not inaccurate, misleading, or otherwise in violation of your privacy or other rights; the right to consent to disclosures of personally identifiable information contained in your educational records, except to the extent that FERPA authorizes disclosure without consent; the right to file with the US Department of Education a complaint concerning alleged failures by Oklahoma City University to comply with the requirements of FERPA; and the right to obtain a copy of the university's student records policy. A copy of the policy may be obtained from the Office of the Provost.

Notice of Changes in Rules and Regulations. From time to time, the university and the law school change their rules, regulations, and procedures. Those changes apply to you as they are made. Check your OCU student e-mail account and consult the law school's and university's websites frequently to be sure that you are using the current version of rules, regulations, and procedures. This handbook does not constitute a contract between you and either the university or the law school.

Notice of Non-Reliance on Law School Staff. Although the staff of the School of Law will try to answer your questions, any erroneous information or interpretation given by them will not excuse your obligation to study and comply with the School of Law's rules and regulations yourself, nor will such erroneous information or interpretation lessen the penalties for a violation. If you have questions about the

interpretation of the School of Law's rules and regulations after you have studied them, please consult the Associate Dean for Academic Affairs.

Notice of Email as Exclusive Means of Communication. As required by university policy, all communications from the School of Law to you will be to your OCU student e-mail account only. You are responsible for checking your OCU student e-mail account and for cleaning out the account regularly so that e-mails are not returned because your account is full.

Media Consent. Oklahoma City University follows the common practice of using photographs, videotapes, and other media containing the likeness of its students, faculty, and staff for editorial, advertising, and trade purposes in promoting the best interests of the university. Any student who prefers not to be photographed should so indicate on the release form provided by the School of Law. It is the student's responsibility to update the release form if the student's preference changes.

REQUIREMENTS FOR THE JURIS DOCTOR (JD) DEGREE

SCHEDULING OPTIONS

We offer full-time and part-time scheduling options.

REQUIREMENTS FOR ALL STUDENTS

1. Students must complete **90 credit hours** to graduate (84 credit hours for students in the JD/MA, JD/MBA, or JD/MPA paired degrees program).
2. Students must complete the **fixed required courses**. These courses and their required sequencing are given below.
3. In addition to the fixed required courses, students must complete at some time in law school **all of the following**:
 - (a) ***Corporations***;
 - (b) ***Legislation and Regulation***,
 - (c) The **Core Courses** listed below, subject to the GPA exception explained below;
 - (d) The **upper-class writing requirement** (see below), which students must satisfy ***before*** their last semester in law school;
 - (e) **Either a clinic or an externship** for academic credit (see below); ¹
 - (f) At least six credit hours of courses identified as **experiential courses** on the course schedules of the School of Law; ² and
 - (g) **Advanced Bar Studies I and II**, unless the student has a GPA at or above 3.25 at the time of registration for Advanced Bar Studies I.
4. **Core Courses:**

For students who entered in May 2023 or later, the Core Courses are as follows:

 - Agency and Unincorporated Business Associations
 - Criminal Procedure
 - Wills, Trusts, and Estates

For students who will graduate in May 2025 or earlier, the Core Courses also include Secured Transactions.

Students with a cumulative GPA at or above 2.900 after both their second and third semester (or in the case of part-time students, after both their third and fourth semester) are exempt from this requirement.

¹ Credits earned in a clinic or externship count toward the experiential requirement in (f).

² Experiential hours include clinics and externships.

5. Upper-Class Writing Requirement

The Upper-Class Writing Requirement (UCWR) is satisfied by a rigorous writing experience after the first year of law school (ABA Standard 303(a)(2)), the completion of which is certified by a member of the faculty. Please refer to the separate document, *Guidelines for the Upper-Class Writing Requirement*, for requirements applicable to all methods of satisfying the UCWR other than by a seminar or course.

Each student must successfully complete the UCWR before his or her final semester of law school.

At or before the time the student registers for his or her final semester of law school, the student must deliver to the Law Registrar's Office a form certifying the student's satisfaction of the UCWR. The form will contain a statement signed by a faculty member that certifies either that (1) the student has satisfactorily *completed* the UCWR under that faculty member's supervision; or (2) the student has made *substantial progress* toward completion of the UCWR under that faculty member's supervision. "Substantial progress" means, at a minimum, submission of a detailed written outline or research summary.

The Upper-Class Writing Requirement may be satisfied in any of the following ways:

Seminar. A student may fulfill the writing requirement by satisfactory completion of a seminar, if the instructor so certifies. Most students elect this option, receiving a letter grade and two hours of academic credit. A seminar requires a substantial written product or products as determined by the instructor. Satisfaction of the writing requirement is separate from satisfaction of the seminar requirements, and the instructor may require several rewrites of the seminar paper before certifying completion of the writing requirement. Seminars are shown separately in the School of Law's course schedules.

Designated Courses. A student may fulfill the writing requirement by satisfactory completion of a course designated by the faculty as eligible for the writing requirement, if the instructor so certifies. Satisfaction of the writing requirement is separate from satisfaction of the course requirements, and the instructor may require several rewrites of the written work product of the course before certifying completion of the writing requirement. The student receives a letter grade and the hours of academic credit specified for the course. These courses are designated in the School of Law's course schedules.

Law Review. A student who is a member of the Oklahoma City University Law Review may satisfy the writing requirement by preparing a Note of publishable quality, as certified by a supervising faculty member. The student receives a letter grade and two hours of academic credit.

Moot Court Teams. A student may satisfy the writing requirement by: (1) satisfactory participation in the preparation of a brief as a member of an interscholastic moot court team approved for the writing requirement; **and** (2) additional written work assigned by the full-

time law faculty sponsor of the team. Teams approved for the writing requirement are listed in the Course Description for 9711 or 9712 Interscholastic Moot Court Teams.

Directed Research. A student may satisfy the writing requirement by completing the course number 9092 *Directed Research* to the satisfaction of the instructor. This course requires completion of a major paper. The requirements for this course are listed in the course description.

Supervised Paper: A student may satisfy the writing requirement by completing the course number 9091 *Supervised Paper* to the satisfaction of the instructor. This course requires completion of a substantial paper. The requirements for the course are listed in the course description.

6. Additional Rules for the Clinic or Externship Requirement

Enrolling in More Than One Clinic or Externship. Any student who has already completed the requirement of a clinic or externship is subject to the following limitations on enrolling in additional clinics or externships:

- (i) If a student has completed **a clinic**, the person's enrollment in another clinic (other than the advanced version of the clinic that the student has already completed) or an externship program is subject to cancellation until one week prior to the start of the semester to permit another student to satisfy the graduation requirement; and
- (ii) If a student has completed **an externship program**, the person's enrollment in a clinic or another externship is subject to cancellation until one week prior to the start of the semester to permit another student to satisfy the graduation requirement.

An Alternative to the Requirement. Students who hold a Licensed Legal Intern license and who have completed either (i) Pretrial Litigation, (ii) Interviewing, Counseling, and Negotiation Advocacy, or (iii) Trial Practice may satisfy the requirement of a clinic or externship by instead working a minimum of 100 hours in a single semester or summer under the supervision of an attorney. Students must receive **prior** approval from the Associate Dean for Academic Affairs **before beginning work**. Qualifying students will not receive academic credit but will satisfy the graduation requirement. Qualifying students must turn in time records in a form satisfactory to the Associate Dean for Academic Affairs; such time records should be redacted by the student to avoid disclosure of confidential client information and should be signed by the employer.

Students pursuing the Alternative will be required to attend 8 hours of training during the first week of classes, in addition to their scheduled class time. Students who have received the 8 hours of training from a prior semester may seek an attendance exception from the Director of Experiential Learning.

The student may work under the supervision of an attorney in any of the following law-related settings: law firms, corporate legal departments, the legal departments of administrative agencies, the offices of prosecutors and public defenders, and the legal and policy staffs of a state legislature. The student may be compensated for such work or may perform such work as a volunteer. This alternative may not be counted toward the degree requirement of at least six credit hours of experiential courses.

7. Experiential Courses

Experiential courses are those clinic, externships, and simulation courses that meet the requirements of ABA Standard 304. Courses that meet those requirements are identified as experiential courses on the law school's course schedule. A clinic or externship that satisfies degree requirement 3(e) above may also be counted toward this requirement. See Experiential Courses in the Academic Standards and Regulations.

8. The Fixed Required Courses for Each Scheduling Option

Full-Time Scheduling

<u>First Year, Fall Semester (14 credit hours)</u>	<i>Credit Hours</i>
Legal Analysis	1
Civil Practice and Procedure I	3
Contracts I	3
Legal Research and Writing I	3
Torts	4
<u>First Year, Spring Semester (15 credit hours)</u>	
Legal Analysis	0
Civil Practice and Procedure II	3
Contracts II	3
Criminal Law	3
Legal Research and Writing II	2
Property	4
<u>Second Year, Fall Semester (14–16 credit hours)</u>	
Constitutional Law I	3
Evidence	3
Legal Profession	3

Two additional courses (One-credit courses do not satisfy this requirement)	4-6
<u>Second Year, Spring Semester</u> (14-16 credit hours)	
Constitutional Law II	3
All other courses elective	Up to 13 hours
<u>Third Year</u>	
Advanced Bar Studies	3

Part-Time Scheduling

<u>First Year, Fall Semester</u> (11 credit hours)	<i>Credit Hours</i>
Legal Analysis	1
Contracts I	3
Legal Research and Writing I	3
Torts	4
<u>First Year, Spring Semester</u> (9 credit hours)	
Legal Analysis	0
Contracts II	3
Legal Research and Writing II	2
Property	4
<u>Second Year, Fall Semester</u> (9 credit hours)	
Civil Procedure I	3
Constitutional Law I	3
Legal Profession	3
<u>Second Year, Spring Semester</u> (9 credit hours)	
Civil Procedure II	3
Constitutional Law II	3
Criminal Law	3
<u>Third Year, Fall Semester</u> (9-10 credit hours)	
Evidence	3
All other courses elective	4-6
<u>Future Semesters</u>	
All courses elective	
<u>Final Two Semesters</u>	
Advanced Bar Studies	3

ACADEMIC STANDARDS AND REGULATIONS

The following academic standards and regulations appear in alphabetical order.

Academic Good Standing

All students are in good standing during their first semester. Subsequently, a cumulative grade point average of 2.0 or higher is required for good standing. (See also “Academic Probation, Dismissal, and the Triggering of Additional Requirements” below). *Revised March 7, 2014.*

Academic Loads

Minimum Course Loads. During their first three semesters, full-time students must enroll in at least 14 credit-hours per semester, not including premester courses. After the fall semester of their second year, full-time students must take at least 10 credit hours per semester unless the Associate Dean for Academic Affairs has granted permission to take fewer hours. During their first four semesters, part-time students must enroll in at least 9 hours per semester. After the spring semester of their second year, part-time students must take at least 8 credit hours per semester unless the Associate Dean of Academic Affairs has granted permission to take fewer hours.

Maximum Course Loads. A full-time student may not enroll in more than 16 credit hours per semester. A part-time student may not enroll in more than 10 credit hours per semester, except that a part-time student enrolled in Legal Analysis may enroll in 11 credit hours without permission. The Associate Dean for Academic Affairs may grant exceptions to these maximums; see the paragraph below on Course Overloads. Credit-hours earned in premester courses do not count toward these totals.

Usual Course Loads. A full-time student will normally carry 14 to 16 credit hours per semester. A part-time student will normally carry 9 to 10 credit hours per semester. To graduate in 4 years, a part-time student must carry 10 hours for 8 semesters and 5 hours during each of two summer terms.

Summer Course Loads. The maximum course load for summer sessions for full-time students is 8 credit hours and for part-time students is 5 credit hours. There are no minimum course loads for summer sessions except as necessary to qualify for financial aid.

Course Overloads. The Associate Dean for Academic Affairs may grant a course overload (enrollment in either 17 or 18 credit hours per semester for a full-time student and enrollment in either 11 or 12 credit hours per semester for a part-time student) upon written petition by the student. Relevant factors in determining whether to grant an overload include the student’s level of outside work (or other activities), the student’s prior academic performance, a need to coordinate the student’s academic calendar, the courses the student proposes to take, and whether the overload would result in an over-accelerated course of study conflicting with accreditation standards. A

student may not be enrolled at any time in more than 18 credit hours. Premester courses do not count toward the maximum number of credit-hours permitted in a semester; however, a student may not enroll in more than 18 credit-hours in one semester *including* premester credits for that semester.

Coordination with Outside Employment. The School of Law has limits on students' outside employment (see "Outside Employment," below). The Associate Dean for Academic Affairs may grant a workload exceeding those standards, upon written petition by the student. Relevant factors in determining whether to grant a work overload include the student's prior academic performance. A student may not petition for a work overload for a semester in which he or she is enrolled in a clinic. *Revised July 1, 2015.*

Academic Probation, Dismissal, and the Triggering of Additional Requirements

Upon completion of the student's first semester, the student will be subject to the following academic standards:

1. *Dismissal.* Any first-year student, whether full-time or part-time, with a grade point average of 1.3333 or lower upon completion of his or her first semester shall automatically be dismissed from the School of Law.

2. *Optional Fresh Start Program.* Any first-year student, whether full-time or part-time, with a grade point average greater than 1.3333 but below 2.0 upon completion of his or her first semester may elect to withdraw from his or her second semester courses and participate in the fresh-start program. Such election must be made within one week after the Registrar has posted the grades from the first semester. The withdrawn student shall be enrolled during the next summer term in a course designated by the Associate Dean for Academic Affairs upon the recommendation of the Director of Academic Achievement. If the student completes the summer-term course with a grade of C or higher, the student may retake the courses of his or her first semester of law school. If the student fails to complete the summer-term course with a grade of C or higher, the student shall automatically be dismissed from the School of Law. If the student may retake the courses of his or her first semester, the student shall not receive academic credit for his or her first attempt at the first semester of law school and the grades from the first attempt shall not be included in the student's cumulative grade point average; however, the student shall receive credit for the summer-term course and the grade in that course shall be included in the student's cumulative grade point average. The fresh-start semester shall be treated as the student's first semester of law school for purposes of this academic regulation about academic probation and dismissal, except that, if the student fails to attain a cumulative grade point average of 1.8 or higher at the end of the fresh-start semester, the student shall automatically be dismissed from the School of Law and may not again participate in the fresh-start program. *Added May 5, 2017.*

Upon completion of the student's second semester and thereafter, the student will be subject to the following academic standards:

1. Good Standing. A student is in good standing if he or she has a cumulative GPA of 2.0 or higher. *Revised March 7, 2014.*

2. Probation. A student will be placed on probation for the next ensuing regular semester, either fall or spring, if paragraph 4 below does not apply and he or she has a cumulative GPA of 1.9175 or higher but below 2.0. However, a student placed on probation for fall, but who is enrolled in summer school and earns a grade point average lower than 1.6667 for the summer term, will be dismissed, with right of appeal. *Revised March 7, 2014.*

3. Dismissal Generally. A student will be automatically dismissed from the School of Law if he or she has a cumulative GPA lower than 1.9175. *Revised March 7, 2014.*

4. Dismissal After a Return to Good Standing. Any student who has been placed on probation and subsequently achieves good standing, but whose cumulative GPA again drops below 2.0 will be automatically dismissed. *Revised March 7, 2014.*

5. Core Courses Required for Certain Students. Any full-time student who has a cumulative GPA below 2.900 after the completion of his or her second or third semester, and any part-time student who has a cumulative GPA below 2.900 after his or her third or fourth semester, must complete before graduation all the Core Courses. The Petitions and Retention Committee may not grant exceptions to this paragraph 5.

More About Probation. A student on probation may continue his or her law school studies. A student on probation may not participate in law review, competitive moot court teams, clinics, or externships; may not enroll in or complete a Supervised Paper or Directed Research; may not serve as a class officer; and may not hold office in a student organization or in the Student Bar Association. Notwithstanding the foregoing, a student placed on probation for his or her final semester may take a clinic or externship if necessary for graduation. The clinic or externship must be approved by the Associate Dean for Academic Affairs. Similarly, a student on probation in his or her final semester may complete a Supervised Paper or Directed Research that was begun in an earlier semester. Students who are placed on probation for the spring semester and first-year students who earn in the fall semester less than a 2.0 grade point average will not be permitted to enroll in the next summer term. *Revised March 7, 2014.*

Any student who receives notice that he or she is being placed on academic probation, is issued a written academic warning, or achieves a cumulative grade point average of at least 2.0 but less than 2.3333 shall contact the Director of Academic Achievement within 10 calendar days to schedule a meeting. The Director will evaluate the student's circumstances and make

recommendations for improvement, including, where appropriate, additional follow-up and participation in the Academic Achievement Department's programming. *Revised March 7, 2014.*

A student is removed from probation when he or she attains good standing. At the end of the first semester on probation, a student either is removed from probation (if the student attains academic good standing) or is dismissed.

Right of Appeal After Dismissal. A student who is automatically dismissed from the School of Law has the right of written appeal to the faculty Petitions and Retention Committee. The letter dismissing the student will inform the student of the deadline for filing an appeal; normally, it is within approximately one week from the date of the letter.

On appeal from academic dismissal, the Petitions and Retention Committee may affirm the dismissal, continue the student on probation for one semester, or suspend the student for up to one year. Dismissal will be affirmed unless the student can demonstrate exceptional circumstances that in the opinion of the Committee contributed significantly to the unsatisfactory performance and that have been, or will be, corrected, and the Committee further determines that there is a strong probability of success in law school and on the bar exam if those circumstances are corrected. In the event that such exceptional circumstances may be corrected over a period of time not to exceed one year, the Committee may, in its discretion, suspend the student for that period. In applying this rule, the Committee exercises its discretion in determining whether the alleged circumstances are truly exceptional, whether those circumstances have been or can be timely corrected, and the probability of future success in law school and on the bar exam. If the student is continued on academic probation, or suspended, the Committee may impose additional requirements or conditions on the student's continued enrollment.

Pending the Committee's decision, the student may continue to attend classes during the fall or spring semester. Dismissals based on spring semester grades relate back to the end of that semester. **Students who are enrolled in the summer term who are academically dismissed based on spring semester grades may not continue to attend summer classes or to take summer exams, even if the student has appealed his or her dismissal to the Committee. This rule also applies if the student is studying abroad during the summer. This rule may not be waived by the Associate Dean for Academic Affairs or by the Petitions and Retention Committee.** Grades that may have been earned in summer courses completed prior to the meeting of the Committee do not affect the dismissal and may be considered by the Committee, in its discretion, only as some evidence of probability of future success.

Decisions of the Petitions and Retention Committee are final and will not be reviewed further. The University Vice-President for Academic Affairs reviews dismissals for procedural errors only. The student must submit his or her request for review by the University Vice-President for Academic Affairs, if any, within 10 calendar days from the date of the decision of the Petitions and Retention Committee. *Revised on April 13, 2012.*

Failure to Re-Enroll During Probation. Any student who does not enroll in, or who withdraws from, the term during which he or she is placed on academic probation (the fall semester for those placed on probation during the summer session) must apply for readmission before any subsequent enrollment will be permitted. The semester during which a student is placed on probation is the one in which the student is notified of probation based upon the academic work in prior semesters or summer terms. Any student who fails to return the first regular semester following academic suspension is automatically dismissed.

Readmission After Dismissal. Readmission after dismissal shall be considered by the Faculty Admissions Committee according to the rules and regulations governing admission with advanced standing. A student will not be considered for readmission until at least two years have elapsed following the academic dismissal. These rules also apply to students academically dismissed from law schools other than OCU.

Accommodations for Pregnancy, Disability, or Other Situations

Students seeking an accommodation for a disability should contact the Associate Dean for Academic Affairs as soon as possible. Disability accommodations are governed by the law school's Disability Policy And Guidelines For Law Students, which is available on the D2L site for the Law Registrar's Office.

Students seeking accommodations for pregnancy, military service, or other special conditions should contact the Associate Dean for Academic Affairs as soon as possible. Pregnant students have the right to the same educational experience as their peers, and discrimination based on pregnancy is explicitly prohibited under the University Nondiscrimination Policy and Equity Resolution Process.

Attendance of Classes

Because most law school classes are based on questioning and discussion, regular attendance is essential. Each student contributes to the learning process and provides a viewpoint for classroom dialogue. The common law tradition is based on advocacy, and each student sharpens his or her skills by analysis and articulation. A large part of legal education can be achieved only in the classroom.

Even if a student could pass the examination, it is impossible to certify that he or she has satisfactorily completed the course if there have been too many absences. Accordingly, regular and punctual attendance is required for the student to pass any course in the curriculum. The definition of what constitutes "regular attendance," and the penalty for failure to attend, is left to the discretion of each faculty member. Each professor should announce his or her attendance policy in the syllabus.

Attendance policies vary among courses. Most courses require the student to attend a minimum of 80 percent of the classes of the course. Course instructors may have more stringent

or more generous attendance policies. The penalty for excessive absences varies among the members of the faculty. A professor may lower a grade, drop a student from the course, or award an F for the student's failure to attend regularly. If the faculty's Special Accommodations Committee grants permission to a student to record classes, such permission does not affect the attendance policies in effect for that student. *Amplified November 4, 2016.*

A faculty member may take attendance by passing a roll sheet at each class meeting or the faculty member may take attendance from a seating chart, or by some other method. It is the responsibility of each student to make certain that he or she signs the roll sheet before leaving the class, or to make certain that he or she is sitting in the correct seat. A professor has the discretion whether to allow a tardy student to be marked present. Signing the roll sheet for any other student, or requesting that another student sign for oneself, is a violation of the OCU School of Law Student Conduct Code.

It is each student's responsibility to keep track of his or her absences in each course. As a courtesy, some faculty members will attempt to notify a student if he or she is approaching the maximum permissible absences in a course. However, the student has no entitlement to any such notice, and failure to receive notice will not affect the application of announced sanctions.

Several members of the faculty permit students to check their absences unofficially with the members of Faculty Support Services through BlueLink.

In mandatory synchronous sessions (such as Teams/online classes), the faculty member must be able to see whether a student is actively engaged in the enterprise. In other words, a student without video cannot be considered to be participating in the class. To be considered present for attendance purposes, a student must be visible on a Teams/online or similar videoconference. This rule only applies if attendance at the Teams session is a course requirement. If the synchronous session is optional, video participation is not required. One-time exceptions to this rule are acceptable where a student has an isolated technical difficulty. *Approved by the faculty 6/12/20.*

Each member of the faculty has the discretion to permit or not to permit a student to bring his or her child to class. The School of Law has not established a policy on the matter. *Added November 4, 2016.*

Auditing

A current student may audit a course with permission of the Associate Dean for Academic Affairs and the course instructor. For the audit to appear on the student's transcript, the same class attendance requirements apply as those for the course taken for credit. Required courses may not be audited, and courses that have been audited may not subsequently be taken for credit. Students initially enrolled in a course for credit may change to an audit only with permission of the Associate Dean for Academic Affairs and the course instructor.

A person who is not currently enrolled at the School of Law may be permitted to audit a course, but permission ordinarily will be granted only to attorneys. Interested persons must obtain permission from the Associate Dean for Academic Affairs and the course instructor teaching the course before registering and paying the audit tuition (which is slightly lower than regular tuition) and university fees. Should a non-degree student subsequently be admitted to the School of Law, no credit will be given for courses taken as a non-degree student.

Only in rare circumstances will anyone be granted permission to audit a skills-based or limited-enrollment course.

Certification for Bar Examination

At the student's request, the Law Registrar's Office completes all forms necessary to certify the student to take his or her state bar examination.

The School of Law will not certify any student who is taking summer courses towards his or her J.D. to take the bar examination in July of that summer, even if the summer course is a concentrated course. If a student must take summer school classes to complete all credit hours towards the J.D., the earliest bar examination for which the School of Law will certify the student is the February bar of the following year. Students are urged to plan their schedules accordingly. The School of Law is not responsible for any fees the student may pay the state bar agency to take the July bar in violation of this policy or fees paid for bar review courses.

Changes in Courses or Class Schedule; Drop/Add

Required Courses. The first-year curriculum is fixed and must be completed before other courses are taken.

Students may withdraw from a required course only with the permission of the Associate Dean for Academic Affairs after the Associate Dean consults with the instructor in the course. Students who have not completed the writing requirement may withdraw from a seminar, Directed Research, or a Supervised Paper only with the permission of the Associate Dean for Academic Affairs after the Associate Dean consults with the instructor. Except in extreme circumstances, permission will not be granted.

Unless granted an exception by the Associate Dean for Academic Affairs, students must take all their fixed, required courses in the section to which they were originally assigned. Transfers between sections of fixed, required courses are not permitted in the absence of extraordinary and compelling circumstances, the existence of which shall be determined in the sole discretion of the Associate Dean for Academic Affairs.

Elective Courses. A student wishing to change his or her class schedule after completing enrollment may do so online through the student portal or by making a request to the Law

Registrar's Office. The change in class schedule becomes effective on the day the change is processed by the Registrar.

All Courses. For information on withdrawing from a course or from the School of Law, please see "Withdrawals" below.

Students enrolled in a course for credit may change their enrollment to "audit" only with the permission of the Associate Dean for Academic Affairs and the professor and subject to the academic requirements governing audited courses.

Students who add courses after classes begin should be aware that professors may count classes missed prior to enrollment against permitted absences. It is the student's responsibility to determine the professor's policy in this regard.

Unless permission is granted by the Associate Dean for Academic Affairs, courses may not be added after the last day to register. Permission will be granted only in extraordinary and compelling circumstances, the existence of which shall be determined in the sole discretion of the Associate Dean for Academic Affairs.

A student who withdraws from a course after the drop/add date will not receive a refund of tuition.

Class Ranking

Students are ranked by class at the end of each of the fall and spring semesters.

Transfer students are not assigned a class rank and do not affect the class rank of other students. Furthermore, the cumulative grade point averages of transfer students are calculated only on the basis of the courses they have taken at OCU. Upon request, the Law Registrar will notify a transfer student where the person's cumulative grade point average would rank the person in terms of a five-percentage point range (*e.g.*, academic standing between 15 percent and 20 percent or between 60 percent and 65 percent). A transfer student should be careful not to represent this range as an actual class rank. The Career Services office can assist transfer students with the wording on their resumes of this distinction between an actual class rank and a five-percentage point range for academic standing.

After the first year, a student's classification is determined by the time that has elapsed since the student matriculated and not by the number of credit hours the student might have completed.

Students are ranked in a cohort based on their matriculation date. Students who do not graduate after six semesters are thereafter ranked with the cohort that follows them. A student who does not graduate after eight semesters is ranked with the next following cohort. The addition of students to the original cohort may affect an individual third-year student's rank.

Class rankings will be available from the Law Registrar's office no more than fourteen calendar days after grades are released.

Course Repetition

No course may be repeated for credit unless the student has received the grade of F, or unless the Petitions and Retention Committee has required it as a condition of probation. If a course that the student fails is subsequently repeated, or if the Petitions and Retention Committee requires, as a condition of probation, the repeating of a course for which a passing grade has been given, both grades will be taken into account in determining the student's cumulative grade point average, unless the Petitions and Retention Committee directs otherwise in advance. This policy does not apply if a student is re-admitted to the School of Law on the condition that the student start over.

A student who has not been required to repeat a course may do so only with the permission of the Associate Dean for Academic Affairs. In such cases the second grade will not be taken into account in determining the cumulative grade point average.

Determination of Credit Hours for Coursework

The School of Law determines the credit hours it awards for coursework by using the definition of a credit hour found in ABA Standard 310. The standard provides that a credit hour is an amount of work that reasonably approximates:

- (1) Not less than fifty minutes of classroom or direct faculty instruction and not less than two hours of out-of-class student work per week for fifteen weeks, or the equivalent amount of work over a different amount of time; or
- (2) At least an equivalent amount of work as required in (1) above for other academic activities as established by the School of Law, including simulation, field placement, clinical, co-curricular, and other academic work leading to the award of credit hours.

See the separate "Credit Hour Policy" for more information.

Distance Learning Courses

A student may not take more than four credit hours in any term of distance learning courses nor may a student take more than a total of 12 credit hours of distance learning courses. No student may enroll for credit in a distance learning course until that student has completed 28 credit hours toward the J.D. degree. These rules shall be interpreted in accordance with ABA Standards.

Enrollment

A student must enroll every semester to maintain his or her status as a current law student. If a student fails to enroll or seek a leave of absence before the first day of class of the semester in question, the student in the absence of extraordinary circumstances must re-apply to the School of Law for admission as a new student.

Examinations

Exam-Taking. A student wishing to type an in-class final examination must use a laptop computer that will support the exam-taking software provided by the School of Law and must use that software. Subject to the decisions of the school's Accommodations Committee, individual instructors may deny students in their courses permission to type an in-class final examination.

During in-class exams, students may have only their computer (if allowed by the professor), eyeglasses, and writing implements (such as pens, pencils, and highlighters) with them at their desks. All scratch paper and blue books will be provided by the professor. Any additional items at students' desks must be specifically authorized by the professor prior to the start of the exam (such as supplements or casebooks). Other items brought into the exam room, including all electronic devices, must be deposited at the front of the exam room prior to the start of the exam.
– *Added by the faculty on March 2, 2012.*

Late Administration of an Exam. Except as provided below, examinations must be taken on the date scheduled by the School of Law. **No** examination shall be given to a student **prior** to the scheduled date for that examination under any circumstances.

Permission to take an examination **late** shall be granted only for reasons of physical impossibility or extreme personal emergency. Such permission shall only be granted by the Associate Dean for Academic Affairs and only on the basis of such documentation as the Associate Dean for Academic Affairs may require. Except in an unusual emergency, the student must obtain this permission prior to the examination. If the Associate Dean for Academic Affairs refuses to grant such permission, the failure to take an examination when scheduled will result in a grade of F.

If the Associate Dean for Academic Affairs grants such permission, the student must ordinarily take an examination for the course at the time of the next regularly scheduled examination for that course (regardless of whether the instructor is the same as the instructor the student had). The Registrar shall enter an I (incomplete) for the course on the student's transcript until the examination is graded. If the examination is not taken at the next regularly scheduled time, the Registrar shall change the grade to an F.

If the Associate Dean for Academic Affairs and the instructor agree, the student may instead take the original examination but only in such manner as preserves the integrity of the examination process and the anonymity of grading and at such time subsequent to its scheduled

date that permits the instructor to grade the examination before grades are due. The instructor in his or her sole discretion may require the student to take a substitute examination in lieu of the original examination. If either the Associate Dean for Academic Affairs or the instructor refuses his or her consent, the Examination Integrity Monitor, who shall be a tenured faculty member elected at the September faculty meeting of each academic year by all faculty members eligible to vote, shall decide. The decision of the Examination Integrity Monitor shall be made in accordance with the foregoing standard and shall be final.

Experiential Courses

Every student is required to complete six credit-hours of experiential courses. Experiential courses must meet the requirements of ABA Standard 304. Courses that meet those requirements are identified as Experiential Courses on the school's published course schedules.

There are three types of experiential courses:

Simulation Courses: In a simulation course, the student develops practical skills in settings and scenarios devised by the instructor. The student does not work with clients. Examples of simulation courses are *Trial Practice* and *Arbitration*. A variety of simulation courses are offered each semester.

Externship Courses: In an externship, the student is placed with a practicing lawyer who acts as the student's supervisor. There is also a classroom component to the course.

Clinical Courses: In a clinic, the student works on cases involving real clients, who may be individuals, businesses, or governmental agencies. The student is supervised by the instructor.

A student may complete more than six credit-hours of experiential courses if so desired. There is no limit on the number of **experiential** credits a student may earn. There is a limit on credits earned from clinics and externships, but there is not a limit on the number of credits earned from simulation courses. See *Limitation on Credit for Certain Categories of Courses* in the Academic Standards and Regulations.

A student may work as a licensed legal intern or otherwise while in law school. That work does not count toward the experiential hours requirement.

See <https://ocuonline.okcu.edu/d2l/home/188243> for more information. Professor Tia Ebarb Matt is the Director of Experiential Learning.

Full-Time and Part-Time Students Defined

In the case of first-year students, a full-time student is one who devotes substantially all working hours to the study of law, and a part-time student is any student with outside employment of more than 20 hours per week. Full-time students are expected to be able to attend classes at any time from Monday through Friday, 8:00 a.m. to 5:00 p.m. Following the first year of law school, a full-time student is a student enrolled in 13 or more credit-hours in a semester, or 7 or more credit-hours during the summer.

Grades

Grades generally are awarded, and academic standing determined, on a 4-point scale:

A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
D-	0.67
F	0

Credit/No Credit Grading. A professor, with the approval of the Associate Dean for Academic Affairs, may designate a course as using a grading system of CrH (credit with honors), Cr (credit), and NC (no credit). If the professor does so, that fact will be announced at the beginning of the course. The faculty may also designate certain courses to be graded on a Cr (credit)/NC (no credit) basis.

Incompletes. In compelling circumstances, with the permission of the Associate Dean for Academic Affairs, a course instructor may give a student an “I” (Incomplete). The student must satisfactorily complete the course within a reasonable time (and no more than one year), or the “I” will be changed to F, W, WF, or WU (see below).

Grading Requirements for Required Courses (Excluding Legal Research and Writing). Grades in the fixed required courses, must comply with the following policy:

1. All fixed required courses, excluding Legal Research and Writing, with more than 25 students shall have a class average between 2.5 and 2.835.

2. Between 10 percent and 35 percent of all students in fixed required courses, excluding Legal Research and Writing, with more than 25 students shall receive a letter grade of C or below.
3. The term “fixed required courses” is defined as those courses ordinarily taken by full-time students in their first year, Evidence, Legal Profession, and Constitutional Law I and II.
4. Arithmetical remainders shall be rounded where necessary to produce a whole number of students. For example, in a class of 54 students, there must be a minimum of five grades of C or below. In a class of 55 students, there must be a minimum of six grades of C or below.
5. When more than one section of the same course is taught by the same faculty member, the faculty member shall have the option to decide whether the curve should be applied to each of the sections separately or to all the sections combined into a single group.
6. Individual faculty may only deviate from the above requirement upon permission from the Associate Dean of Academic Affairs for good cause shown. At the end of each academic year, the Associate Dean for Academic Affairs shall report to the faculty the requests he or she received from faculty for variances from this policy, the reasons given by the faculty member for the requested variance, the action taken by him or her, and the reasons for his or her decisions.
7. A faculty member’s grades are not considered officially submitted unless they conform to the requirements above. *Revised May 2021.*

Grades in Summer Abroad Courses Co-Sponsored With Stetson University College of Law. The rules governing transfer credits generally apply to credit hours earned in the summer abroad programs that the School of Law co-sponsors with Stetson University College of Law (Stetson) and that are administered by Stetson. A student must receive the grade of 2.0 or better in Stetson’s 4-point grading scale in a course in a Stetson summer abroad program in order to receive credit for the course. (Stetson does not award letter grades, but uses only a numerical grading scale.) The grade will not be taken into account in the computation of the student’s cumulative grade point average. *Revised February 28, 2014 and October 1, 2014.*

Grade Appeals. Grade appeals are rare and should only be pursued in the unusual circumstances given below. A grade appeal is permitted only if a student has reasonable grounds to believe that his or her final grade or a final academic judgment made with respect to him or her was based on a violation of established university or law school policy, procedure, or regulation; substantial error; bias; or a miscarriage of justice. The student bears the burden of proof in establishing the violation, substantial error, bias, or a miscarriage of justice.

No grade appeal is permitted in a course that uses anonymous grading and has an enrollment of ten or more students. Courses that use anonymous grading include (without limitation): (i) any course the final examination of which is graded anonymously, regardless of whether the course syllabus permits grade adjustments for class preparation, class participation, or other course requirements and regardless of whether the clerical entries for those adjustments are

made by the instructor as long as those adjustments meet the requirements given in the course syllabus as it may be amended from time to time in writing; and (ii) any Legal Research and Writing course that uses anonymous grading for each assignment worth at least twenty percent of the course grade.

In all time periods below, the date of the student's receipt of the grade in question is presumptively the date on which the Registrar's office has completed entering all final grades for the semester in question and made such grades generally accessible to students over the internet, whether or not the student in question was able to access the internet on that particular day. (This frequently is four school days after the faculty are required to submit their grades to the Registrar.) "School days" are defined as Monday through Friday when classes are in session, excluding breaks, final exam periods, and University holidays. All time periods apply equally to students temporarily attending programs outside the United States.

Within five school days after receipt of the grade in the course, the student shall notify the course instructor that he or she wishes to discuss the grade. If reasonably possible, within 10 school days after this notification by the student, the instructor shall either meet with or confer with the student by telephone or e-mail in an attempt to resolve the issue.

If the student cannot resolve the issue with the course instructor within 15 school days after receipt of the grade in the course (either because the student was not satisfied with the communications with the instructor or because the instructor was unavailable despite the student's notification), the student may file a written grade appeal with the Dean of the School of Law. (If the Dean taught the course in question, the student may file the written grade appeal with the university's Provost, in which case all references below to the Dean shall refer to the Provost instead). The grade appeal must be filed with the Dean within 30 school days after receipt of the grade in the course.

The written grade appeal to the Dean shall be in as much detail as possible, stating all aspects of the issue that the student feels pertinent. Grounds for review by the Dean are limited to a showing by the student of a violation of established university or law school policy, procedure, or regulation, substantial error, bias, or a miscarriage of justice. Copies of pertinent material in the student's possession or access should be included in the written appeal as appropriate.

The Dean shall, within 15 school days after receipt of the written appeal, determine if the student has established a prima facie case of a violation of established university or law school policy, procedure, or regulation, substantial error, bias, or miscarriage of justice. In making that determination, the Dean may take into account his or her administrative and teaching experience and may discount assertions for which the student has failed to furnish either documentary evidence or corroboration from third persons.

If the Dean determines that the student has not established a prima facie case, the Dean shall notify the student that he or she is dismissing the grade appeal. The Dean's decision is final and not subject to further review by any University official.

If the Dean determines that the student has established a prima facie case, then the Dean shall, within five school days of this determination, provide a copy of the written appeal to the instructor and shall request a written response that details as completely as possible the position or opinion of the instructor on all issues pertaining to matters for which the Dean has determined that the student has established a prima facie case. The instructor shall respond within 10 school days after receipt of the Dean's request.

The Dean shall promptly forward a copy of the instructor's response to the student. If the student so desires, the student may provide additional written comments to the Dean within five school days of receipt of the instructor's response.

The Dean shall render a final decision on the appeal within 15 school days after receiving all materials and responses (or within ten school days after the expiration of the time periods within which such materials and responses should have been filed). The Dean must determine that the student has established a violation of established university or law school policy, procedure, or regulation, substantial error, bias, or a miscarriage of justice, or the Dean shall deny the appeal. The Dean's decision is final and not subject to further review by any University official.

Grade Changes for Mechanical or Clerical Error. The course instructor's grades are presumptively correct and generally final. Once a grade has been awarded, the course instructor cannot change it except in the case of mechanical or clerical error, and then only with the consent of the Associate Dean for Academic Affairs.

Grades Upon Withdrawal. Students withdrawing from courses (see "Withdrawals," below) are assigned a grade of F, W, WF, or WU. The grade of W denotes satisfactory performance prior to the date of withdrawal. The grade of WF (withdrawal when failing) may be given in a course graded on the basis of letter grades under the following circumstances:

1. The student has exceeded the limit on absences established by the professor on the first class day of the semester or in the course syllabus; or
2. The student has performed in the classroom in a failing manner by being unprepared, failing to complete assignments, failing quizzes, or failing to satisfy, in any manner, the specific and articulated academic requirements set by the professor that ordinarily would be considered in determining the student's grade in the course.

The grade of WU (withdrawal while performing unsatisfactorily) may be given in any course that is not graded on the basis of letter grades, under the same circumstances that would authorize a WF grade if the course were graded on the basis of letter grades.

Grade Deadlines. Grades are due at 9:00 a.m. on the first business day thirty (30) days after the last day of the examination period. Summer grades are due at 9:00 a.m. on the fourth

Monday following the last day of the examination period. Grades will be made available no later than the Friday following the grade deadline if all grades are received by the deadline.

Grade Deadlines for Seminar Papers, Directed Research, and Supervised Papers.

Grades are due for these courses no later than the regular deadline for turning in semester grades. However, at the discretion of the professor, if additional time is needed for timely rewrites of papers, a grade of Incomplete (I) may be awarded. A final grade must be submitted no later than the end of the next regular semester (that is, excluding the summer term) following the semester in which the student enrolled in the course; except that the professor may, in writing submitted to the School of Law Registrar, further extend the completion time to a date certain. If no final grade is submitted within these time periods, the Incomplete will be converted automatically to an F (in a letter-graded course) or NC (in a credit/no-credit course). Prior to the removal of the Incomplete, the professor shall be notified of the Incomplete and the upcoming deadline.

Graduation Requirements

To be eligible for conferral of the Juris Doctor degree, a student must:

1. Satisfactorily complete all required courses, including the upper-class writing requirement;
2. Be in good standing upon the satisfactory completion of not less than 90 credit hours;
3. Complete the prescribed course of study no earlier than 24 months (and no later than the maximum time for completion set forth below) after a student has begun law study at OCU School of Law or any law school from which OCU School of Law has accepted transfer credit; and
4. If a transfer student, complete the last 45 credit hours at OCU School of Law.

Maximum Time for Completion of Degree Requirements. A full-time student must complete the requirements for the Juris Doctor degree within the four years following commencement of his or her legal studies. A student who qualifies as a part-time student during any semester must complete the requirements for the Juris Doctor degree within a period of five years following commencement of his or her legal studies. Extensions of these time periods may be granted in the discretion of the Petitions and Retentions Committee, subject to ABA standards.

Honors

Graduation With Honors. The faculty awards the Juris Doctor degree *cum laude* to students graduating in the top 20 percent of their graduating class, the Juris Doctor degree *magna cum laude* to students graduating in the top 10 percent of their graduating class, and the Juris Doctor degree *summa cum laude* to students graduating in the top 5 percent of their graduating class.

Dean's List. The Dean's List for a semester consists of all students ranking in the top 25 percent of their class for that semester on the basis of their term GPA.

Faculty Honor Roll. The Faculty Honor Roll for a semester consists of all students who complete at least eight hours, achieve a 3.0 grade point average for that semester, and rank in the top ten percent of their class for that semester on the basis of their term GPA.

Phi Kappa Phi. Law students of sound character who have completed a minimum of 60 law school credit hours or the equivalent, of which at least 30 credit hours have been earned at Oklahoma City University, and who rank scholastically in the top 10 percent of their class, will be invited to join Phi Kappa Phi.

Leaves of Absence

A student who has completed one academic year at the school and is in good standing may apply to the Associate Dean for Academic Affairs for a leave of absence before or during the semester to which the leave is applicable. The application must be in writing, include the reason for the requested leave of absence, be dated, and be signed by the student. The Associate Dean for Academic Affairs may grant the requested leave of absence only if (a) there is an reasonable expectation that the student will return to the School of Law, (b) the number of days in the approved leave of absence, when added to the number of days in all other approved leaves of absence for that student, does not exceed 180 days in any 12-month period, and (c) if the student is a title IV, HEA program loan recipient, the university has explained to the student, prior to the granting of the leave of absence, the effects that the student's failure to return from a leave of absence may have on the student's loan repayment terms, including the exhaustion of some or all of the student's grace period. The preceding requirements are intended to qualify the leave of absence as an approved leave of absence under federal student loan regulations; see 34 CFR § 668.22 (2013). The failure of the leave of absence to qualify as an approved leave of absence under those regulations may result in the characterization of the student's leave of absence as a withdrawal from the School of Law for purposes of federal student loan regulations. *Revised March 31, 2014*

Requirements regarding maximum time in which to complete a degree still apply. A student not in good standing is not entitled to a leave of absence, but one may be granted by the Petitions and Retention Committee upon petition by the student and recommendation by the Associate Dean for Academic Affairs for compelling circumstances.

A student who has not completed one academic year at the school will be granted a leave of absence only for extraordinary circumstances. If the leave is granted for the spring semester by the Petitions and Retention Committee, it will be conditional on the first-year student having a GPA of at least 2.0 and being in good standing after the first semester, unless the Petitions and Retention Committee expressly waives that requirement. *Revised as of March 7, 2014*

A student is not in good standing if he or she is not in academic good standing. In addition, for purposes of this section, a student is not in good standing if he or she receives a notice of disciplinary probation, suspension, or dismissal, or if the student withdraws during a pending disciplinary action.

Limitations on Credit for Certain Categories of Courses

Individualized Courses

The School offers a number of opportunities for students to work with a faculty member on an individual basis, for credit. A student may earn no more than seven credit hours toward graduation requirements from Individualized Courses. The Individualized Courses are

Directed Research
Supervised Paper
Law Review
Interscholastic moot court, mock trial, dispute resolution and transactional teams

Actual Practice Courses

The School offers a number of opportunities for students to engage in supervised law practice for credit. These Actual Practice Courses are shown below. A student may earn no more than nine credit hours toward graduation requirements from Actual Practice Courses. Only the credit-hours attributable to fieldwork count toward the limit. The Actual Practice Courses, together with the number of hours attributable to fieldwork, are

Child Abuse & Neglect I and II (two credit hours per semester)
Corporate Counsel Externship (two credit hours)
Government Practice Externship (two credit hours)
Judicial Externship (two credit hours)
Litigation Practice Externship (two credit hours)
Native American Legal Externship (two credit hours)
Any clinic (other than an Advanced Clinic) (two credit hours)
Any advanced clinic (all credit hours)
Any other externship offered for academic credit

Combined Limit

A student may earn no more than thirteen credit hours toward graduation requirements from Individualized Courses and Actual Practice Courses combined.

Multiple Choice Testing in Required Courses

In any section of a course that is (a) a **required first-year course for full time law students**, (b) a fixed **required second-year course for full-time law students**, (c) a floating required course, or (d) a Core Course, at least **one-half** (50%) of the aggregate point values of all the graded assessments used in the course must be based on written student work, not multiple choice testing. This rule applies to all sections of a course that is a fixed required second-year course for full-time students, even if the section is being taught to part-time third-year students.

Outside Employment

Student course loads must be consistent with the following schedule:

Maximum Hours of Employment (Paid or Unpaid) Per Week	Maximum Course Load per Semester (the Maximum Course Load for a Summer Term is half the Maximum Course Load per Semester)
0 to 15 hours	13 to 16 credit hours
More than 15 and up to 20 hours	11 to 12 credit hours
More than 20 and up to 40 hours	8 to 10 credit hours
Over 40 hours	By petition

The Associate Dean for Academic Affairs may grant a workload exceeding these standards, upon written petition by the student. Relevant factors in determining whether to grant a work overload include the student's prior academic performance. A student may not petition for a work overload for a semester in which he or she is enrolled in a clinic. *Revised July 1, 2015.*

Each semester, each student must furnish the Office of Law Registrar with a Work Statement/Employment Verification form. "Outside employment" includes paid and unpaid legal work or other volunteer work. The form includes the type of work done and the number of hours worked per week. The student must submit a new statement for each semester in which he or she plans to register for classes. Failure to submit a work statement will result in a "hold" on the student's account. The student must also resubmit the form any time his or her workload changes in any way. *The student violates the OCU School of Law Student Conduct Code if he or she fails to provide accurate information or fails to update the information required should the work load change.*

Based upon the experience of this and other law schools, the School of Law recommends that a full-time student not have any outside employment during the first year.

Recording of Classes

Making either an audio or video recording of class is prohibited unless permission has been granted by the instructor or the Special Accommodations Committee. See the separate “Recording Policy” for more information.

Summer Courses

Ineligibility to Enroll. A first-year student whose grade point average for the fall semester is lower than 2.0 is not eligible to enroll in the next summer session, except as provided in the fresh-start program. Any student (first-year or not) who is placed on probation after fall semester grades is not eligible to enroll in the next summer session. These rules may not be waived by the Petitions and Retention Committee. *Revised on May 5, 2017.*

First-Year Part-Time Students. Part-time students who have completed their first two semesters, and who are eligible to enroll in summer term courses, may enroll only in those summer courses designated by the Associate Dean for Academic Affairs.

Academic Dismissal During the Summer Term. See the section entitled “Academic Probation, Dismissal, and the Triggering of Additional Requirements.”

Summer Courses at Another Law School

Students who are in academic good standing may apply to the Associate Dean for Academic Affairs for permission to take up to two courses (or the equivalent) during the summer at or through another ABA-approved law school. However, transfer students may not attend summer school at another law school within their last 45 hours.

The Associate Dean for Academic Affairs applies the same standard to a petition to take summer courses at another law school as the Petitions and Retention Committee applies to a petition to take courses during the academic year at another law school. Accordingly, the Associate Dean follows the School of Law’s policy that no student pursuing a J.D. degree may have visiting student status at another law school, unless there are special, compelling, and unforeseen circumstances beyond the reasonable control of the student. The Associate Dean may also make exceptions to the general policy when the student can demonstrate a specific need to take courses in a specialized field that are not offered by the School of Law but are offered and available to the visiting student at another ABA-approved law school.

Students may not take required courses at another law school. Students also may not take classes that are substantially the same as courses offered at OCU. Rules governing transfer credits apply to summer credit hours. Those rules include the following: no credit will be given for any course in which the student earned a grade of C- or lower; no credit will be given for any course in which the student did not earn a passing grade according to the other law school’s rules; no credit will be given for any ungraded course; course credit transferred from another school will be

reported on the student's transcript as "Cr"; and grades earned at other schools will not be calculated in the student's grade point average.

The number of credits that will be accepted for transfer is the number of credits awarded by the other school, even if a similar course at OCU is allotted a different number of credits.

The form for requesting approval to take summer courses at or through another law school is available in the Law Registrar's Office. Students must provide descriptions of the specific courses requested. A reference to a web site is insufficient; the student must print out the applicable portions of the other law school's web site and attach them to his or her request for approval.

Transcript Requirements

A new student must provide an official final transcript showing his or her eligibility to enroll by October 10 (or the next following business day) of the academic year in which he or she first enrolls in the School of Law. See the separate "Policy on Delivery of Transcripts" for more information.

Transfer Students and Transfer Credit

To receive the J.D. degree from Oklahoma City University School of Law, students who have transferred from another law school must complete at least 50 percent of their total academic credits and all uncompleted required courses for the J.D. degree in residence at the law school, regardless of circumstances. Transfer students must complete their last forty-five hours at OCU. Summer work taken at another institution during these last 45 hours will not transfer. A student will not be awarded transfer credit for more than 30 credit-hours of work completed at a law school outside the United States. A student will not be awarded transfer credit for courses taken in the LL.M. Program at OCU or at another school in the United States. A student will not be awarded transfer credit for courses taken at a law school in the United States that is not accredited by the Council of the American Bar Association Section of Legal Education and Admissions to the Bar. However, the Associate Dean may permit transfer credit from an unaccredited school when that transfer is permitted by the ABA Standards for Accreditation of Law Schools.

The Associate Dean for Academic Affairs will determine the number of transfer hours to be credited toward the degree and may establish a time for completion of degree requirements. The Associate Dean for Academic Affairs will also determine whether specific courses taken prior to transfer will satisfy OCU required course requirements, and what additional courses, if any, must be taken to satisfy the requirements for the J.D. degree.

No transfer credit will be given for any course in which the student earned a grade of C- or lower or a grade that is not a passing grade at the other school. No transfer credit will be given for any ungraded course (including any course graded on a pass/fail or satisfactory/unsatisfactory basis). Course credit transferred from another school will be reported on the student's transcript

as "Cr," and grades earned at other schools will not be calculated in the student's grade point average.

The number of credits that will be accepted for transfer is the number of credits awarded by the other school, even if a similar course at OCU is allotted a different number of credits. Students transferring to OCU should request a ruling as to whether another school's course will satisfy a specific course requirement at OCU.

Upon completion of course work at another school, it is the student's responsibility to see that the other school's registrar provides the Law Registrar's Office with an official copy of that school's transcript for work taken at that school, as well as an official statement of the number of weeks in the school session, the number of class meetings per week, and the length of each class meeting.

Visiting Status at Another Law School

Students enrolled in the School of Law are generally required to complete all of their course work in residence at OCU. It is the policy of the Law School that no student pursuing a J.D. degree may have visiting student status at another law school, unless there are special, compelling, and unforeseen circumstances beyond the reasonable control of the student. Authority to grant visiting status is vested in the faculty Petitions and Retention Committee, which shall determine, in its discretion, whether such special, compelling, and unforeseen circumstances exist based on the student's written petition and any required reasonable proof. The Petitions and Retention Committee may also make exceptions to the general policy, in its discretion, where the student can demonstrate a specific need to take courses in a specialized field that are not offered by the School of Law but are offered and available to the visiting student at another ABA-approved law school.

If visiting student status is granted, courses taken while a visiting student must be approved in advance by the Associate Dean for Academic Affairs. The rules relating to transfer credits apply to courses completed while visiting at another law school. No credit will be given for a course that constitutes a required course in the OCU School of Law curriculum. (This rule does not apply to courses taken by transfer students prior to their matriculation at the School of Law.) A student will not be permitted to have visiting student status for more than one year.

Visiting Status at OCU School of Law

Law students enrolled in ABA-approved law schools may request permission to take courses at Oklahoma City University School of Law as a visiting student. Submitting the request is a two-step process. First, the student must request the registrar at his or her current institution to submit a letter of good standing and an official transcript to the OCU Law Registrar. Second, the student must submit a written request for visiting status to the Associate Dean for Academic Affairs. The Associate Dean will not consider any request until the Registrar has received the letter of good standing and the official transcript. The student's written request should include the

academic term(s) for proposed enrollment, the name of the course(s) he or she desires to take, and the reasons for requesting visiting student status.

If the Associate Dean for Academic Affairs approves the request for visiting student status, the non-OCU student will be required to pay the regular tuition and fees then in effect for the academic term(s) attended. The student must abide by all applicable OCU School of Law regulations and standards regarding student conduct, attendance, examinations, work load, and the like.

Withdrawals

Withdrawal from a Course. In all courses, consent of the professor is required for withdrawals after the seventh week of classes (or the third week for the summer term), unless the professor has established an earlier deadline. In granting the required consent, the professor shall determine whether a W, WF, or WU will be recorded on the student's transcript (see rules regarding such grades under "Grades Upon Withdrawal"). The professor has the discretion not to allow withdrawal after the date established, because of excessive absences, tardiness, or unsatisfactory performance. In cases of a withdrawal required by the professor, the professor shall determine whether a W, WF, or WU will be recorded on the student's transcript. In the absence of extenuating circumstances and approval of the Associate Dean for Academic Affairs, a student may not withdraw from a course once classes have ended. Except as provided above, any withdrawals will result in the grade of F being entered on the student's transcript.

Withdrawal from the School of Law. The failure to attend classes does not constitute an official withdrawal from the School of Law. Failure to comply with the procedures for withdrawal stated below will result in Fs being entered for all courses. These grades will severely hinder the student's chances of re-admission to this law school or admission to any other law school in the future.

A student withdrawing from the School of Law must submit the withdrawal form available on the law registrar's D2L site. The withdrawal becomes effective on the date the action is validated in the Cashier's Office. Refunds are calculated according to the University's schedule and are based on the official date of registration and the date of withdrawal. In no event is the tuition deposit for a first year student refunded. Unless the withdrawal is pursuant to an authorized leave of absence, a student who voluntarily withdraws from the School of Law must apply for readmission. Readmission shall be considered by the faculty Admissions Committee according to the rules governing admission with advanced standing.

See also the sections above entitled "Grades upon Withdrawal" and "Leave of Absence."

COURSE DESCRIPTIONS

Please refer to the School of Law's website for descriptions of each semester's seminars.

8243 Administrative Law

3 hours

The administrative law process, concentrating upon the functions and procedures of federal and state administrative agencies and upon judicial review of agency actions. Specific topics include the constitutional position of administrative agencies, the availability and scope of judicial review, legislative and executive control of administrative discretion, the administrative power to investigate, the process of decision within the agency, and the constitutional right to an administrative hearing. The federal Administrative Procedure Act is analyzed in detail. Some familiarity with Constitutional Law is helpful, but Constitutional Law is not a prerequisite.

7752 and 7151 Advanced Bar Studies I and II

2 hours in the Fall and 1 hour in the Spring

An introduction to elements of bar examination preparation and substantive review of the major topics on the Multistate Bar Exam (MBE). In the fall, emphasis is placed on test taking skills and essay writing proficiency. In addition, the fall class hours focus on exam format, section approach, and reverse planning. The spring instruction reviews the structure and highly tested substantive rules for MBE subjects. Students will complete numerous practice questions and exams throughout both semesters. This course is not a substitute for commercial bar courses, but is designed to supplement commercial bar review courses. The School of Law encourages all students to enroll in commercial bar review courses after graduation.

December graduates should take the two-semester sequence during their last full academic year.

Advanced Bar Studies I and II are required courses for all students with a GPA below 3.25. All students entering their last full academic year of JD studies will automatically be enrolled in Advanced Bar Studies I; students with a current GPA above 3.25 may opt out of the course with the permission of the instructor. Students entering their final spring semester of JD studies will automatically be enrolled in Advanced Bar Studies II; students with a current GPA above 3.25 may opt out of the course with the permission of the instructor.

Both courses are graded "Credit" or "No Credit."

(various) Advanced Clinic**2 or 3 hours**

A continuation course for each clinic, through which students engage in client representation on advanced issues in the clinical subject matter area. Advanced clinic students must have completed the first semester satisfactorily and must obtain the permission of the faculty clinician to enroll in the advanced option. Students will use skills developed in the initial clinical offering as a foundation upon which to build an advanced practical experience in representation of actual clients under the supervision of the clinician. The class is two or three credits as determined by the clinical professor. All of the hours count toward the limit on hours that can be earned toward the J.D. degree through externships and clinical courses, and none of the hours count toward the graduation requirement of experiential coursework. The clinical professor has the discretion to decide whether to accept a student into the advanced clinic.

6512 or 6513 Advanced Torts**2 or 3 hours**

Selected subjects in tort law, including defamation, privacy, misrepresentation, and business torts, including inducement of breach of contract, interference with contractual advantage, and unfair competition. Depending on whether the course is offered for 2 or 3 credit hours, it may also include family relation torts, judicial process and civil rights torts, and intangible asset torts such as those related to trade secrets and literary, artistic, and commercial creations. *Prerequisite:* Torts. *Note:* Advanced Torts and Media Law may not both be taken for credit, given the overlap in coverage of the two courses. Students must choose between the two courses.

7013 Agency and Unincorporated Business Associations**3 hours**

An introduction to the law governing agency relationships and business associations other than corporations. The course will examine fundamental principles of agency law, such as fiduciary duties and the liability of the principal for the acts of the agent, as well as the law governing limited liability companies and the various forms of partnership.

8102 Alternative Dispute Resolution in Family Law**2 hours**

A practical and theoretical study of the resolution of family law issues using alternative dispute resolution methods. Students will negotiate settlements, participate in mediations, and develop other skills in simulated family dispute situations.

9042 or 9043 American Indian Law**2 or 3 hours**

The bases of tribal, federal, and state jurisdiction over Indian people and Indian country. The course includes a brief overview of Indian history in North America, the legal responses of different cultures to native and aboriginal populations, and a description of the various eras in United States Indian law. It studies in detail the sources of federal, tribal, and state authority, and concludes by focusing on specific applications of the resulting principles to hunting, fishing, and

water rights. Problems of civil and criminal jurisdiction are addressed throughout the course, with heavy emphasis on both traditional tribal sovereignty and the federal statutory scheme.

8364 American Indian Wills Clinic

4 hours

A clinical experience in which students, under the supervision of a faculty clinician, will provide wills and estate planning services to American Indians owning trust or restricted property in Oklahoma. Clinic students are primarily responsible for all case-related work, including fact gathering, development of legal theory, and initial document drafting. Additionally, students are expected to work an average of 6 to 10 hours per week providing legal services during the semester, exclusive of class time and preparation for class. The classroom component complements students' fieldwork with a practice-oriented examination of advocacy and substantive law in the context of American Indian Wills Services. Students who satisfactorily complete the course will receive four hours of graded credit. Two of those hours count toward the limit on credit hours that can be earned toward the J.D. degree through externships and clinical courses, and all four of those hours count toward the graduation requirement of experiential coursework.

Students will be required to attend 8 hours of training during the first week of classes, in addition to their scheduled class time. Students who have received the 8 hours of training from a prior semester may seek an attendance exception from the Director of Experiential Learning.

Students who satisfactorily complete the course will receive four hours of graded credit. Two of those hours count toward the limit on credit hours that can be earned toward the J.D. degree through externships and clinical courses, and all four of those hours count toward the graduation requirement of experiential coursework.

Prerequisites: Legal Profession and Wills, Trusts, and Estates. Either American Indian Law or Tribal Law is recommended, but neither is a prerequisite.

A separate application is required. Students must have a minimum cumulative law school GPA of C (2.0 on the 4-point grading scale) to apply and to enroll. Students must have completed 43 credit hours by the time of the first class. Students may not enroll simultaneously in the Clinic and in an externship. Students may not repeat this course. A student's legal intern license is not required.

Enrollment in the clinic is limited to 8 students per semester. If the clinician determines that there are more qualified applicants than spaces available, preference in enrollment will be given according to the following rules, in order: 1. students having completed 57 credit hours by the time of the first class who have not yet completed their clinic or externship requirement; 2. any student who has completed 57 credit hours by the time of enrollment; and 3. any student who previously applied to the clinic, was eligible, but was not enrolled because there were more qualified students than spaces available. The application process will subject the student's participation in the clinic to an employment conflict check, both for hours actually worked and for substantive conflicts of interest. This will be reviewed at the time of application and also at the start of the semester.

Students chosen for enrollment in the clinic are prohibited from dropping the clinic after the first week of class in the absence of extraordinary and unforeseen circumstances (such as serious medical problems or a call-up to military service). A student may not add the clinic after the first week of classes. If a student adds the clinic during the first week of classes but after the first class has occurred, the faculty clinician and the adding student will engage in a one-on-one tutorial to cover the material missed.

8513 American Legal History

3 hours

Selected topics central to the history of American law (from the 17th century to present), including, but not limited to, how Black and Indigenous people, people of color, and ethnic and racial immigrant groups experienced American law.

5252 or 5253 Introduction to Animal Law

2 or 3 hours

An introduction to the interdisciplinary practice of animal law and the legal mechanisms that practitioners use to advance the legal interests of companion animals, farmed animals, animals used in experiments, captive wildlife, and animals in entertainment.

8343 Antitrust Law

3 hours

An introduction to the law of federal and state antitrust laws approached on the basis of conduct. Specific areas will include acts in unreasonable restraint of trade, exclusive dealing and tying contracts, price fixing, horizontal agreements between competitors, and vertical agreements. The course will also cover the Robinson-Patman Act regarding price discrimination, mergers and acquisitions, public and private enforcement of the antitrust law, how one prepares an antitrust case for trial, how it is tried and what happens after the trial is completed. Current antitrust efforts from the FTC and DOJ with respect to large high-tech industry companies will also be covered, and a brief survey will be provided describing the overlap between antitrust and intellectual property, discussing topics such as Standard Essential Patents (SEPs), patent misuse, tying licensing and the pharmaceutical industry.

9463 Appellate Advocacy – Municipal Law Simulation

3 hours

Appellate Advocacy – Municipal Law Simulation covers appellate practice and process and develops students' skills and judgment as appellate writers and oral advocates. This course will be taught in cooperation with attorneys in the City of Oklahoma City's Municipal Counselors Office. The municipal counselors will provide a court order and record that will be the basis of the appellate simulation. Students will be assigned to work on either the appellee or appellant team.

This course is designed to develop various lawyering skills, including oral advocacy, interviewing, legal writing and drafting, and legal research. It also addresses ethical and professional issues that arise in advocacy.

Each student will thoroughly review the court order / record; conduct extensive legal research; conduct an interview of municipal counselors about appellate strategy, research, issues for appeal, or to clarify the court order and record on appeal; draft portions of either the appellant's opening brief or appellee's answer brief; produce at least two revisions of the brief and receive feedback from the professor on each revision; develop and practice an oral argument; receive feedback on the practice argument from the professor; and, deliver an oral argument before a panel of municipal counselors serving as appellate judges.

Students will develop the concepts underlying the professional skills being taught. Students will perform the professional skills through meetings with municipal counselors, professors, class discussions, written work, and in the practice and final oral arguments. Student performance will be directly supervised by professors and municipal counselors who will provide feedback. Students will have opportunities for self-evaluation during class discussions and meetings with faculty.

Enrollment Limitation and Conditions. A separate application is required. Students must have a minimum cumulative law school GPA of C (2.0 on the 4-point grading scale) to apply and to enroll. Students must have completed both semesters of legal research and writing to be eligible to enroll.

The course will only be offered if at least 3-4 students enroll to ensure an equal distribution of work. Enrollment is limited to no more than 6 students per semester. The application process will subject the student's participation in the class to an employment conflict check, both for hours worked and for substantive conflicts of interest. This will be reviewed at both the time of application and at the start of the semester. Students chosen for enrollment are prohibited from dropping the class after the first week in the absence of extraordinary and unforeseen circumstances (such as serious medical problems or a call-up to military service).

Your completion of this course may either: 1) count toward the requirement of six experiential credit-hours, in which case all three credit hours count as experiential coursework, or 2) satisfy the upper-class writing requirement of the JD degree, in which case none of the credit hours counts toward the graduation requirement of experiential coursework. ABA rules prohibit satisfying both requirements 1 and 2 with this course. If you intend to satisfy the upper-class writing requirement, please complete the form available on the Registrar's D2L page and let Professor Peoples know no later than the second class period for approval.

7312 Applied Criminal Procedure

2 hours

The adjudicatory aspects of criminal procedure. Subjects covered include pretrial release, prosecutorial discretion, preliminary hearing, grand jury review, venue, joinder and severance, speedy trials, discovery and disclosure, guilty pleas, jury trials, newspaper and television coverage, double jeopardy, and certain phases of the criminal trial. *Prerequisites:* Criminal Procedure and Evidence.

6262 Arbitration Advocacy

2 hours

The representation of clients in arbitration proceedings. The course includes a comparison with mediation, medical arbitration, the modified rules and style for procedure, discovery, and evidence used in arbitration, and a consideration of ethical issues under the Model Rules of Professional Conduct and the Oklahoma Supreme Court's Code of Conduct for Arbitrators in the Early Settlement Program. Students will learn how to counsel with the client to identify whether arbitration would be suitable and how to make an opening statement, question witnesses, and present a closing.

9263 Introduction to Bankruptcy

3 hours

A study of the bankruptcy system including basic bankruptcy doctrine involving Chapters 1 and 3, portions of Chapter 5, and thorough consideration of Chapter 7 (liquidation) and Chapter 13 (wage earner rehabilitation) of the Bankruptcy Code. *Prerequisites:* Civil Procedure I and II and Contracts I and II.

8832 or 8833 Bioethics

(8822 as a seminar)

2 or 3 hours

A study of the intersection of medicine, law, and philosophy concerned with the ethical issues arising from medical practice and technology. Topics include personal autonomy and consent, privacy, reproduction, human experimentation, conflicts of interest, access to health care, public health, and proprietary issues regarding the human body and genome. The course does not directly cover bioethical issues regarding death or physician-assisted suicide. Offered every other year.

7053 Capital Punishment

3 hours

This course examines U.S. death penalty law in the modern era and focuses upon the Supreme Court decisions that form the basis for this law. Topics include the traditional arguments for and against capital punishment, some of the history of the death penalty in America, the impact of race and racism, and the cases that began the "modern era." The course examines the constitutional law governing the unique features of a death penalty trial, including the selection of a capital jury, the two-stage structure of such trials, the role of aggravating and mitigating circumstances, limitations on who is eligible for the death penalty (based on age, mental capacity, etc.), the roles of defense counsel and the prosecution, the role of the jury, and recent

developments in the law governing execution methods and protocols. *Prerequisite:* Criminal Law.

7454 Child Abuse And Neglect I: Defining the Problem

4 hours

An introduction to child abuse and neglect as an interdisciplinary problem, including segments on (1) differential professional approaches from law, medicine/nursing, social work, psychology, public health, and education, and (2) definition of the primary types of abuse (physical, sexual, emotional, and neglect) from multidisciplinary points of view. The course will also consider the legal implications of recent developments in the field of child abuse and neglect. This is a two-semester course; both semesters must be completed for academic credit. Three hours of class each week are held at the University of Oklahoma Health Sciences Center (OUHSC); additional field placements are required. Oklahoma City University law students will meet for a fourth hour each week with the Oklahoma City University law faculty member for additional skills training, guided reflection, and professional ethics. Those students must also complete a minimum of 91 hours of work in their field placement, together with the program's minimum number of hours of cross-disciplinary observation. Students work under the supervision of the Oklahoma City University law faculty member and their supervising attorney at the placement site. This course qualifies as an externship. Two credit hours each semester count toward the limit on credit hours that can be earned toward the JD degree through externships and clinical courses. *Prerequisites:* Completion of 29 hours, permission of the Associate Dean for Academic Affairs, and admission into the program by OUHSC. Completion of or concurrent enrollment in Family Law and Children and the Law is recommended. Class rank in the top half of the class is strongly recommended. Students will be required to attend 8 hours of training during the first week of classes, in addition to their scheduled class time. Students who have received the 8 hours of training from a prior semester may seek an attendance exception from the Director of Experiential Learning.

7464 Child Abuse and Neglect II: Intervention for the Problem

4 hours

An interdisciplinary approach to investigating, litigating, treating, and preventing child abuse and neglect, including segments on: cultural variation, Indian Child Welfare, substance abuse, reporting laws, treatment approach, foster care, prosecution and defense, advocacy, and prevention. Student presentations (mock trial, multidisciplinary group discussions, and project reports) will illustrate interdisciplinary leadership roles in child abuse and neglect. This is a two-semester course; both semesters must be completed for academic credit. Three hours of class each week are held at the University of Oklahoma Health Sciences Center; additional field placements are required.

8613 Children and the Law

3 hours

The legal recognition of juvenile status and the treatment of minors in contract and criminal law. Rights and regulation of juveniles in schools and hospitals and the rights and obligations of parents in the upbringing and support of their children are studied.

8303 and 8403 Civil Practice and Procedure I and II

6 hours

This course presents the main procedural concepts that govern modern lawsuits, with emphasis on jurisdiction, service of process, venue, joinder of parties, pleading and discovery, the right to trial by jury, the *Erie* doctrine, and the preclusive effect of prior judgments. The course material is presented in part through regular, practice-based skills sessions. These allow students, guided by experienced practitioners on the adjunct faculty, to practice interviewing clients, drafting pleadings, researching and strategizing legal arguments, and other key skills of modern civil litigation.

8912 Civil Rights Litigation

2 hours

The Bill of Rights is said to protect the rights of citizens against government overreach. Does it? How does it do so? What are the remedies? Are there any special defenses for governments that are not available to others? These are some of the questions we will answer in this course. The course will primarily focus on civil rights litigation under 42 U.S.C. § 1983, but will also touch upon civil rights litigation involving self-enforcing statutes and actions against federal officials under *Bivens*. In addition, at the end of the course, students will be prepared to actually represent a client against the government for violation of a civil right or represent the government against a civil rights plaintiff. There are special obstacles for a citizen to navigate in order to obtain a remedy for a violation of a civil right. This course will explore those obstacles, how they interact with each other, and how to navigate around them. *Prerequisites:* Constitutional Law I and II.

8074, 8992, 8993 The Collaborative: Law Clinic for Business and Innovation

4 hours (semester)

2 or 3 hours (summer)

Students, under close faculty supervision, will provide legal assistance in a variety of early-stage legal matters, including entity formation, contract drafting and review, intellectual property protection, and other transactional matters to business startups, entrepreneurs, and community nonprofit organizations to help them establish successful for profit and nonprofit enterprises. The clinic targets entrepreneurs and innovators located in the underserved Oklahoma City community who are not able to afford retrained legal counsel. In the clinic seminar, students will learn the substantive law and practical skills needed to effectively advise entrepreneurial clients. We will also look closely at broader ethical considerations around power dynamics, advising businesses about adopting a business strategy that focuses on the three pillars of the environment, social, and governance (ESG), and having a more inclusive and diverse workforce.

Students will be required to attend 8 hours of training during the first week of classes, in addition

to their scheduled class time. Students who have received the 8 hours of training from a prior semester may seek an attendance exception from the Director of Experiential Learning.

Students who satisfactorily complete the semester-long course will receive four hours of graded credit. Two of those hours count toward the limit on credit hours that can be earned toward the J.D. degree through externships and clinical courses, and all four of those hours count toward the graduation requirement of experiential coursework. For the summer course, two credits will count toward the limit on credit hours that can be earned toward the J.D. degree through externships and clinical courses, and all credit hours count toward the graduation requirement of experiential coursework.

Prerequisite: Corporations. Intellectual Property Law will be helpful but not required.

A separate application is required. Students must have a minimum cumulative law school GPA of C (2.0 on the 4-point grading scale) to apply and enroll. Preference in enrollment will be given to students having completed 57 credit hours by the time of the first class. Students may not enroll simultaneously in the clinic and in an externship. Students may not repeat this course.

Enrollment in the clinic is limited to 8 students per semester. If the clinician determines that there are more qualified applicants than spaces available, students will be chosen by a lottery, and a waiting list of additional qualified applicants will be maintained in the Academic Services Office.

Students chosen for enrollment in the clinic are prohibited from dropping the clinic after the first week of class in the absence of extraordinary and unforeseen circumstances (such as serious medical problems or a call-up to military service). A student may not add the clinic after the first week of classes. If a student adds the clinic during the first week of classes but after the first class has occurred, the faculty clinician and the adding student will engage in a one-on-one tutorial to cover the material missed.

Summer Clinic: Students must choose either the 2 hour credit course or 3 hour credit course. Both classes will have a 2 hour class each week. For the 2 hour class, students will be expected to spend 10 hours each week outside of the class dedicated towards their clinic time. For the 3 hour class, students will be expected to spend 16 hours each week outside of the class dedicated towards their clinic time.

9343 Conflict of Laws

3 hours

Domicile and jurisdiction; treatment of foreign judgments; and detailed consideration of choice-of-law theories and their application to the substantive fields of torts, contracts, property, and family law.

7123 and 7233 Constitutional Law I and II**6 hours**

The design, structure, and the Supreme Court's interpretation of the Constitution of the United States. This year-long course examines how the Constitution employs structural mechanisms to protect individual rights and liberties. Topics here include federalism, the separation of powers, the role of judicial review, and the enumerated powers of Congress, with a special emphasis on the commerce power. The course also examines the direct protection of individual rights by the judiciary. Relevant topics include the rights to due process and equal protection protected by the Fourteenth Amendment, as well as the rights to free speech and religious liberty protected by the First Amendment. Both parts of this year-long course stress the necessity of learning to use historical, theoretical, as well as doctrinal materials to craft constitutional arguments.

7182 Contract Drafting

(5612 as a seminar)

2 hours

An introduction to the basics of drafting commercial agreements. Students will draft several commercial contracts of different lengths and on different subjects. In addition, students will learn additional contract law, practice using doctrine they already know, and develop a sense of how transactional lawyers think and what they do. Enrollment limited to 12. When offered as a seminar this course is eligible to satisfy the Upper-Class Writing Requirement.

7103 and 7223 Contracts I and II**6 hours**

The basis, nature, and limits of contractual liability in Anglo-American common and statutory law.

7142 and 7143 Copyright Law**2 or 3 hours**

An in-depth examination of the basic principles of copyright law. The course covers copyrightable subject matter, prerequisites for and duration of copyright protection, exclusive rights and limitations thereon, ownership, transfers and renewals, infringement, remedies, and federal preemption. Particular attention is paid to fair use, the adaptation of copyright to new technologies, and international dimensions of copyright.

2032 Corporate Counsel Externship**2 hours**

An integration of skills training with substantive law training. Students receive academic credit while working under the guidance of field supervisors selected from the bar and participating in a classroom component designed to maximize the educational value of the field experience. Each student selects a placement site from a list maintained by the Director of Externships and must meet the specific requirements of that placement site as well as the general course requirements. Students work under the supervision of a faculty member and their supervising attorney at the placement site. Placement site work includes a variety of tasks assigned to the student by the supervising attorney. Each student is required to work a minimum of 91 hours per

semester at the placement site. In addition to the site work, students are required to attend class sessions covering skills training topics, including goal setting, learning from supervision, management skills, workplace skills, and ethical issues in externships. Placement sites are in-house legal departments in business organizations and nonprofit organizations. Students will be required to attend 8 hours of training during the first week of classes, in addition to their scheduled class time. Students who have received the 8 hours of training from a prior semester may seek an attendance exception from the Director of Experiential Learning. This course is graded “Credit” or “No Credit”. *Prerequisite:* None, except for specific courses required by a placement site.

7573 Corporate Finance and Regulation

3 hours

A study of the History/Philosophy/Application of state and federal regulation of the part of corporate finance that deals with sources of funding, the capital structure, and the funding actions that managers for corporate for needed improvements and operations: A Thematic Overview. The study includes relevant theories and applications from securities regulation, criminal and civil remedies, whistleblowing, Administrative Law, anti-fraud legislation, and the sources of funding such as traditional equity and debt, SPACs. SPV, funding portals, SAFES, SAETs, and joint ventures. The course will also consider the legal implications of recent developments in public and private finance of small businesses, including crowdfunding, cryptocurrency and token offerings, Regulation A+, as well as the use of block chain, Internet, and social media in corporate finance.

8433 Corporations

3 hours

The legal framework for the operation of business corporations, including statutory and common law provisions. Topics include the manner in which corporations make decisions; the distribution of power among shareholders, officers, and directors; the special problems of close corporations; the duty owed by officers, directors, and controlling shareholders to the corporation and its shareholders in exercising their powers; the liability of officers and directors; shareholders' derivative suits; and mergers and transactions involving control of the corporation.

7023 Criminal Law

3 hours

Substantive criminal law, including selected crimes, defenses, and doctrines. The course also examines the historical, moral, and social forces at work in the criminal law.

7323 Criminal Procedure

3 hours

Constitutional criminal procedure, with special emphasis on the fourth, fifth, and sixth amendments to the United States Constitution (search and seizure, self-incrimination, and the right to counsel).

6372 Cybersecurity Law**2 hours**

An exploration of the legal, regulatory, and policy framework of cybersecurity, cyber terrorism, cyber warfare, and cyber crime. This course will examine the laws and policies designed to mitigate cyber threats, address cyber privacy concerns, criminalize cyber offenses, and govern cyber warfare. This course will provide students with a framework for understanding the myriad of federal and state laws and regulations that govern this emerging field. While the focus of the course will be on U.S. cyber law and policy, law and policy of foreign countries will also be addressed. Through the analysis of case studies, students will study the intersection of cyber law and policy in the domain of homeland security and learn about cybersecurity's role in the real world.

9092 Directed Research**2 hours**

Students perform in-depth research, beyond that required by Course No. 9091, Supervised Paper, in a specialized field under the direction of a member of a full-time law faculty member. This course may be taken only by students who have completed at least 43 hours during residence at the law school. A student may not enroll in this course in the summer term. A student may not enroll in this course more than once per semester. A student may not enroll in this course and in Course No. 9091, Supervised Paper, during the same semester. This course is graded with letter grades. In order to successfully complete this course, a student must prepare a written paper corresponding in scope and publishable quality to a law review Note and consisting of not fewer than 10,000 words exclusive of footnotes or endnotes. A student enrolled in this course must work closely with a full-time faculty member who has agreed to act in that capacity. As the standard for satisfactory completion of this course is high, it should be attempted only by students having a substantial commitment to pursuing in-depth research in a specialized area of law. Satisfactory completion of this course fulfills the upper-class writing requirement, if the instructor so certifies. Only a full-time faculty member is permitted to certify a "Directed Research" paper. Students may not enroll in "Directed Research" in the summer.

9722 Energy Torts**2 hours**

A more in-depth study of energy litigation, and specifically torts. In this course we will cover bodily injury, property damage, pollution, land damages, trade secrets and royalty owner litigation. The course will cover both oil and gas litigation and renewable energy litigation. We will dissect the law and facts of each type of case and explore the different strategies, including evidentiary and experts, available to attorneys prosecuting or defending lawsuits involving energy issues.

8013 or 8014 Estate and Gift Tax Law**3 or 4 hours**

The federal excise tax imposed on the transfer of wealth, whether in the form of a lifetime gift or a transfer at death.

9362 or 9363 Estate Planning**2 or 3 hours**

Lifetime and post-mortem planning for the orderly disposition of a client's assets. Advanced consideration is given to will and trust drafting, with special attention to problems of estate liquidity, life insurance, retirement benefits, disposition of business interests, and lifetime gifts (including charitable gifts). *Prerequisites:* Wills, Trusts, and Estates.

In the event the course is oversubscribed, preference will be given to students who are enrolled in the Estate Planning Certificate Program. To be eligible for that preference, a student must have submitted an Intent to Pursue a Certificate form, noting an intent to pursue the Estate Planning Certificate, no later than the last business day of the second week of the semester in which enrollment for the Estate Planning course occurs. (In other words, no later than the second week of classes in the fall, if Estate Planning is offered in the spring.)

8133 Evidence**3 hours**

The system of rules and standards regulating the admission of evidence at trial, with emphasis on the Federal Rules of Evidence. Topics included are competency, qualification, examination, cross-examination and impeachment of witnesses; objections, waivers, and offers of proof; relevancy; the hearsay rule and its exceptions; the opinion rule and expert testimony; privileges; the best evidence rule; judicial notice; and demonstrative evidence.

7213 or 7214 Family Law**3 or 4 hours**

The law of marriage, marital property, marital rights and duties, divorce, separation, annulment, law of parent and child, law of guardian and ward, contract and tort rights and liabilities of infants and married women, domicile and jurisdiction for divorce, and constitutional limitations and requirements.

8183 Federal Courts and the Federal System**3 hours**

An examination of the powers of United States federal courts and the constitutional and statutory limitations on those powers – especially in cases where federal courts are asked to review the actions of state governments. This course (also often called Federal Jurisdiction or Federal Courts) forms a natural sequel to the material studied in Civil Practice & Procedure and Constitutional Law I. Topics will include Congressional control over federal court jurisdiction; justiciability (standing, mootness, and ripeness); state sovereign immunity under the Tenth and Eleventh Amendments; federal civil rights litigation against state officials; federal habeas corpus review of state court convictions; and others. The course should be particularly beneficial to students with interests in federal court litigation, constitutional federalism, federal or state government service, the judiciary, and postconviction representation in criminal cases, among other areas.

7562 Financing the Start-Up: Office Practice and the Basics of Formation and Funding

2 hours

An introduction to the legal representation and financing of small businesses and entrepreneurial start-ups, including the basics of capital markets, the ethical and legal limits on the representation of small businesses, initial finance and exit strategies from a legal perspective, and the legal risks and rewards of private or public capital formation. In order to understand the perspective of investors, students will construct and manage an individual investment portfolio. Students will also write reports and make presentations. Offered every other year. *Prerequisite:* Either (1) Corporations or (2) Agency and Unincorporated Business Associations.

9833 First Amendment Law

3 hours

This course offers the opportunity to study First Amendment freedoms, including speech, assembly, and association. The course also covers the First Amendment's two religion clauses, prohibiting laws that interfere with the free exercise of religion as well as laws that establish a religion. Specific topics include protected and unprotected categories of speech, money as speech and campaign finance reform, commercial speech, press freedom, and religious exemptions from laws of general application. We will also cover topics in constitutional adjudication illustrated in the First Amendment context, including vagueness, overbreadth, unconstitutional conditions, and tiers of scrutiny. The course supplements the year-long Constitutional Law course, but we will also provide an introduction to incorporation doctrine and the state action requirement so that students can take this course without already having taken the year-long course.

8809 Forensic Evidence in the Courtroom

3 hours

The issues related to scientific evidence and the use of experts in civil and criminal litigation. The first part of the course covers the admissibility of scientific evidence and expert testimony in both state and federal court. Next, students will receive in depth training on various aspects of forensic science including DNA, Ballistics, Serology, and Pathology. Working with students at the University of Central Oklahoma's Forensic Science Institute, students will work on a mock case, preparing and presenting expert testimony in a graded Daubert hearing. The first half of this course is held at the University of Central Oklahoma in Edmond.

6054 Government Practice Externship

4 hours

An integration of skills training with substantive law training. Students earn academic credit while working in the field under the guidance of supervisors selected from the practicing bar. A classroom component enhances the educational value of the field experience. Working under the supervision of a faculty member and a supervising attorney, students must meet the specific requirements of their placement site in addition to the general course requirements. Work in the field includes a variety of tasks assigned to the student by the supervising attorney. Each student is required to work a minimum of 91 hours per semester at the placement site. The classroom

component meets three hours per week and covers state administrative law and topics in skills training including goal setting, learning from supervision, management skills, workplace skills, and ethical issues in externships. A final examination covering the state administrative law materials will be given. Students receive a letter grade in this externship, with supervising attorney evaluations factored into the final letter grade. Any student failing to complete the placement site hours will receive an incomplete until the hours are completed. Because of the overlap in material, a student may not take both State Administrative Law and the Government Practice Externship for credit. Students will be required to attend 8 hours of training during the first week of classes, in addition to their scheduled class time. Students who have received the 8 hours of training from a prior semester may seek an attendance exception from the Director of Experiential Learning. *Prerequisite:* None, except for specific courses required by a placement site.

8382 or 8383 Healthcare Law

2 or 3 hours

Medical malpractice and problems of consent, informed consent, staff privileges, licensing, hospital liability, and managed care organizations. Emphasis is also placed on current bio-ethical issues dealing with death and dying, directives, physician-assisted suicide, fetal-maternal conflict, surrogacy, and genetics. Students who have received credit for either Law and Medicine or Health Law may not enroll in Healthcare Law.

7723 Homeland Security Law

3 hours

An introduction to the concept and scope of “homeland security” as manifested in the establishment of the Department of Homeland Security (DHS) in response to the terrorist attacks of September 11, 2001. This course focuses on laws, policies, and practices designed over the last two decades to protect the American homeland. This is a multi-faceted course that will expose students to complex, whole of government, and public-private sector policy making, operational planning, and crisis management. The course is designed to promote subject matter understanding, critical analysis of relevant issues, and insight into senior leader decision-making. It includes practical examination of key subject matter such as DHS mission, functions; and organization; terrorism; infrastructure protection; and disaster relief.

7284, 8852, 8853 Housing Eviction Legal Assistance Program Clinic (HELP)

4 hours (semester)

2 or 3 hours (summer)

Students, under close faculty supervision, represent tenants in eviction matters and other legal matters related to housing by interviewing clients, developing solutions, negotiating with opposing counsel, and preparing for - and potentially conducting- hearings in court. In the clinic seminar, students will learn the State and Federal substantive law and practical skills needed for this form of urgently needed representation while also looking more closely at the broader issues raised by the eviction crisis in our region and country and contemplating other forms of advocacy for achieving housing justice.

Students will be required to attend 8 hours of training during the first week of classes, in addition to their scheduled class time. Students who have received the 8 hours of training from a prior semester may seek an attendance exception from the Director of Experiential Learning.

Students who satisfactorily complete the semester-long course will receive four hours of graded credit. Two of those hours count toward the limit on credit hours that can be earned toward the J.D. degree through externships and clinical courses, and all four of those hours count toward the graduation requirement of experiential coursework. For the summer course, two credits will count toward the limit on credit hours that can be earned toward the J.D. degree through externships and clinical courses, and all credit hours count toward the graduation requirement of experiential coursework.

Prerequisite: Legal Profession and Pre-Trial Litigation

A separate application is required. Students must have a minimum cumulative law school GPA of C (2.0 on the 4-point grading scale) to apply and to enroll. Preference in enrollment will be given to students having completed 57 credit hours by the time of the first class. Students may not enroll simultaneously in the clinic and in an externship. Students may not repeat this course.

Enrollment in the clinic is limited to 8 students per semester. If the clinician determines that there are more qualified applicants than spaces available, students will be chosen by a lottery, and a waiting list of additional qualified applicants will be maintained in the Academic Services Office.

Students chosen for enrollment in the clinic are prohibited from dropping the clinic after the first week of class in the absence of extraordinary and unforeseen circumstances (such as serious medical problems or a call-up to military service). A student may not add the clinic after the first week of classes. If a student adds the clinic during the first week of classes but after the first class has occurred, the faculty clinician and the adding student will engage in a one-on-one tutorial to cover the material missed.

Summer Clinic:

Students must choose either the 2 hour credit course or 3 hour credit course. Both classes will have a 2 hour class each week. For the 2 hour class, students will be expected to spend 10 hours each week outside of the class dedicated towards their clinic time. For the 3 hour class, students will be expected to spend 16 hours each week outside of the class dedicated towards their clinic time.

Immigration Clinic

4 credit hours

A clinical experience in which students, under the supervision of a faculty clinician, will represent clients in conjunction with nearby Latitude Legal Alliance in Oklahoma City. Cases may include representation of immigrants in administrative proceedings to secure family reunification, to obtain asylum protection for non- citizens fleeing persecution, and to secure rights for immigrant survivors of domestic violence or felony crimes. Clinic students are primarily responsible for all case-related work, including fact gathering, development of legal theory, and final presentation, and will appear before the appropriate federal or state tribunals (which may include, depending on the case, the Department of Homeland Security, U.S. Citizenship and Immigration Services; the U.S. Department of Justice, Executive Office for Immigration Review [Immigration Courts and Board of Immigration Appeals]; Oklahoma District Court; or the United States Court of Appeals for the Tenth Circuit). Students are expected to work an average of 10 hours of field work per week during the semester, exclusive of class time and preparation for class. The classroom component complements students' field work with a practice-oriented examination of advocacy and substantive law in the context of immigration proceedings.

Students are required to attend 8 hours of training in addition to their scheduled class time in the first week of classes. Students that have received the 8 hours of training from a prior semester may seek an attendance exemption from the Director of Experiential Learning.

Students who satisfactorily complete the course will receive four hours of graded credit. Two of those hours count toward the limit on credit hours that can be earned toward the J.D. degree through externships and clinical courses, and all four of those hours count toward the graduation requirement of experiential coursework.

Prerequisite: Immigration Law

A separate application is required. Students must have a minimum cumulative law school GPA of C (2.0 on the 4-point grading scale) to apply and to enroll. Preference in enrollment will be given to students having completed 57 credit hours by the time of the first class. Students may not enroll simultaneously in the clinic and in an externship. Students may not repeat this course.

Enrollment in the clinic is limited to 8 students per semester. If the clinician determines that there are more qualified applicants than spaces available, students will be chosen by a lottery, and a waiting list of additional qualified applicants will be maintained in the Academic Services Office.

Students chosen for enrollment in the clinic are prohibited from dropping the clinic after the first week of class in the absence of extraordinary and unforeseen circumstances (such as serious medical problems or a call-up to military service). A student may not add the clinic after the first week of classes. If a student adds the clinic during the first week of classes but after the first class has occurred, the faculty clinician and the adding student will engage in a one-on-one tutorial to cover the material missed.

8333 Immigration Law

3 hours

Begins with an examination of the sources for and usage of the immigration power, and the role of federal agencies in its implementation. Grounds for admission, exclusion, and deportation are explored. The consequences and limitations of judicial and other relief are recurrent themes of the course. The course also includes a discussion of refugees and political asylum.

8844 Income Tax Law

4 hours

Special attention to problems of individual taxpayers. Basic concepts of gross income, adjusted gross income, deductions, exemptions, basis, credits, assignment-of-income principles, disposition of property, capital gains and losses, non-recognition exchanges, methods of accounting, and installment sales are explored.

8342 Information Privacy Law

2 hours

An exploration of some of the areas in which information privacy may be at risk: law enforcement, national security, health care, financial data, etc. In each area, the course examines case law, statutory regimes, and policy approaches. The course is usually taught as a colloquium; after an introduction to several legal and philosophical perspectives on information privacy, teaching will be undertaken by students, with each team of students being responsible for leading a discussion on a topic related to information privacy. Students will also complete a final paper on some aspect of information privacy law covered in the seminar.

8574, 8572, 8573 Innocence Clinic

4 hours (semester)

2 or 3 hours (summer)

A clinic in which students analyze the procedural status of the case and develop theories of innocence and investigative strategies for individuals who may have been wrongfully convicted of crimes for which they have been incarcerated. The clinic supports the Oklahoma Innocence Project. Students conduct investigations and make recommendations regarding litigation, while learning client relations and management skills and the operation of the state and federal legal systems. Students will be required to travel around the state of Oklahoma to conduct investigations and for training. Students may also conduct legal research, draft pleadings, motions, and briefs, and appear in court in connection with proceedings to obtain post-conviction relief. The clinic includes weekly meetings devoted to training and to the discussion of the status of ongoing case

assessment and investigation. Students will work with graduate students from the Forensic Science Institute at the University of Central Oklahoma.

Students will be required to attend 8 hours of training during the first week of classes, in addition to their scheduled class time. Student who have received the 8 hours of training from a prior semester may seek an attendance exception from the Director of Experiential Learning.

Students who satisfactorily complete the course will receive four hours of graded credit. Three of those hours count toward the limit on hours that can be earned toward the J.D. degree through externships and clinical courses, and all four of those hours count toward the graduation requirement of experiential coursework. For the summer course, two credits will count toward the limit on credit hours that can be earned toward the J.D. degree through externships and clinical courses, and all credit hours count toward the graduation requirement of experiential coursework.

Prerequisite: Wrongful Convictions.

A separate application is required. Students must have a minimum cumulative law school GPA of C (2.0 on the 4-point grading scale) to apply and to enroll. Preference in enrollment will be given to students having completed 57 credit hours by the time of the first class. Students may not enroll simultaneously in the clinic and in an externship. Students may not repeat this course.

Enrollment in the clinic is limited to 8 students per semester. If the clinician determines that there are more qualified applicants than spaces available, students will be chosen by a lottery, and a waiting list of additional qualified applicants will be maintained in the Academic Services Office. The application process will subject the student's participation in the clinic to an employment conflict check, both for hours actually worked and for substantive conflicts of interest. This will be reviewed at the time of application and also at the start of the semester.

Students chosen for enrollment in the clinic are prohibited from dropping the clinic after the first week of class in the absence of extraordinary and unforeseen circumstances (such as serious medical problems or a call-up to military service). A student may not add the clinic after the first week of classes. If a student adds the clinic during the first week of classes but after the first class has occurred, the faculty clinician and the adding student will engage in a one-on-one tutorial to cover the material missed.

Summer Clinic:

Students must choose either the 2-credit-hour course or 3-credit-hour course. Both classes will have class for two hours each week. For the 2-credit class, students will be expected to spend 10 hours per week outside of the class dedicated towards their clinic time. For the 3-credit class, students will be expected to spend 16 hours per week outside of the class dedicated towards their clinic time. Students must complete their total hours during the 7-week summer term.

9163 Intellectual Property Law**3 hours**

An integrated approach to the federal regimes governing patents, copyrights, and trademarks, as well as related state laws governing trade secrets, misappropriation, and publicity rights. The course covers subject matter protected under each regime, prerequisites for and duration of protection, exclusive rights and limitations thereon, ownership, infringement, remedies, and international treaties. Particular attention is paid to the adaptation of these regimes to recent technological developments.

8742 or 8743 International Law**2 or 3 hours**

The legal obligations of nations with respect to each other. Also covered is the role of international law within the American legal system and, in the three-credit version, American foreign relations law.

Interscholastic Dispute Resolution and Transactional Competition Teams**1 hour**

The dispute resolution and transactional competition teams listed below are approved for academic credit when offered. The teams are selected by the faculty member acting as coach through an application process. Students selected for the team participate as lawyers, or witnesses, according to the rules of the competition, by developing strategies and advice, conducting research, preparing for either an interview, a negotiation, a mediation, or an arbitration hearing, and ultimately participating in the competition. Credit is awarded in the Fall or Spring semester on a Credit/No Credit basis based on the recommendation of the faculty coach and the timing of the particular competition.

The school's participation in interscholastic competitions varies from year to year. The following dispute resolution and transactional competition teams are approved for academic credit when offered. Teams will not compete every year.

- ABA Arbitration Competition
- ABA Client Counseling Competition
- ABA Negotiation Competition
- ABA Mediation Competition

Participation in dispute resolution and transactional competition teams is limited by the Limitations on Credit for Certain Categories of Course included in the Academic Standards and Regulations.

9711 or 9712 Interscholastic Moot Court Teams

1 or 2 hours

The moot court teams listed below are approved for academic credit. The teams are selected by the faculty member acting as coach through an application process. Students selected for the team participate as advocates according to the rules of the competition, by developing arguments, conducting research, writing briefs, practicing oral advocacy skills, and ultimately participating in the competition. Credit is normally awarded in the Spring semester on a Credit/No Credit basis based on the recommendation of the faculty coach, but may be awarded in the Fall at the request of the faculty coach.

The school's participation in interscholastic competitions varies from year to year. The following appellate advocacy teams are approved for academic credit:

- ABA National Appellate Advocacy Competition (1 or 2 hours)
- AIPLA Moot Court Competition (1 hour)
- HNBA Moot Court Competition (1 hour)
- NNALSA Moot Court Competition (1 hour)
- National Moot Court Competition (1 hour)
- Philip C. Jessup International Law Moot Court Competition (1 or 2 hours)
- BLSA Frederick Douglass Appellate Advocacy Competition (1 hour)

Participation in the following teams to the satisfaction of the faculty coach, which includes preparing at least three drafts of a substantial brief, also satisfies the Upper Class Writing Requirement:

- ABA National Appellate Advocacy Competition
- AIPLA Moot Court Competition
- HNBA Moot Court Competition
- NNLSA Moot Court Competition
- National Moor Court Competition
- Philip C. Jessup International Law Moot Court Competition
- BLSA Frederick Douglass Appellate Advocacy Competition

Participation in moot court teams is limited by the Limitations on Credit for Certain Categories of Course included in the Academic Standards and Regulations.

9611 Interscholastic Mock Trial Teams

1 hour

The mock trial teams listed below are approved for academic credit. The teams are selected by the faculty member acting as coach through an application process. Students selected for the team participate as advocates or witnesses according to the rules of the competition, by developing arguments or testimony, conducting research, preparing for trials, practicing courtroom skills, and ultimately participating in the competition. Credit is normally awarded in the Spring semester on a Credit/No Credit basis based on the recommendation of the faculty coach.

The school's participation in interscholastic competitions varies from year to year. The following mock trial teams are approved for academic credit:

ACTL National Trial Competition
BLSA Constance Baker Motley Mock Trial Competition

Participation in mock trial teams is limited by the Limitations on Credit for Certain Categories of Course included in the Academic Standards and Regulations.

8662 Interviewing, Counseling, and Negotiation Advocacy

2 hours

The representation of clients in negotiation, using the skills most required for effective lawyering. Students develop these skills primarily through role playing, both in and out of class, in accordance with problems and profiles designed by the professor.

6662 Judicial Externship

2 hours

Externship program for students serving as externs for judges of the United States Court of Appeals for the Tenth Circuit, the United States District Court for the Western District of Oklahoma, the United States Bankruptcy Court for the Western District of Oklahoma, the Oklahoma Supreme Court, or the Oklahoma Court of Criminal Appeals. Enrollment is by selection of judge and permission of faculty supervisor. The course is graded on a credit, no credit, or credit with honors basis. Students will be required to attend 8 hours of training during the first week of classes, in addition to their scheduled class time. Students who have received the 8 hours of training from a prior semester may seek an attendance exception from the Director of Experiential Learning. *Prerequisites:* It is recommended that students be in the top half of their class. Bankruptcy externs must have completed Consumer Bankruptcy, and Secured Transactions is highly recommended for bankruptcy externs.

6852 Law and Neuroscience

2 hours

An overview of the numerous potential implications that developments in neuroscience -- the scientific study of the brain and nervous system -- have for the efforts of lawmakers and judges to subject human conduct to just rules of law. More specifically, the course will focus on three broad sets of questions. First, to what extent does recent science on the human brain require us to reconsider the assumptions about human thought and behavior that underlie legal rules in areas such as criminal law, tort and contract law, law and medicine, and First Amendment and privacy law? Second, to what extent should courts take advantage of evidence that new neuroscience-related technologies, such as functional Magnetic Resonance Imaging (fMRI), might be able to generate about the presence and intensity in an individual of psychological states (such as pain, familiarity with a particular image or other data from the world, or lack of belief in a statement)? Third, what legal restrictions (if any) are needed to control the use of new technologies for modifying our thinking processes, or gleaning information from them? Should the law restrict the

freedom of psychologically-healthy individuals to use psychiatric drugs to brighten their mood or increase alertness or cognitive performance? Should it restrict private or government actors' access to brain scans that may reveal aspects of an individual's character or mental state?

7712 Law of Armed Conflict

2 hours

A study of the law of armed conflict in international and internal armed conflict, especially its application by the United States in warfare, as well as an overview of general human rights law. The course will also examine the origins of the law of war, 1949 Geneva Conventions for the Protection of War Victims, the Geneva Protocols of 1977, the 1980 Geneva Conventional Weapons Convention, the Hague Convention, other treaties and customary international law relating to means and methods of warfare, the role of the International Committee of the Red Cross, war crimes and enforcement mechanisms, and current problems in the regulation of hostilities.

8881 The Law of Blockchain

1 hour

An introduction to the law currently governing or attempting to govern blockchain, non-fungible tokens (NFTs), cryptocurrencies and Web 3.0, including the "metaverse". All of these different things are connected, and the course will cover recent case law, proposed legislation, and law review scholarship on these connections. Discussion will also be held on how to best regulate or deal with these areas that seem to defy characterization.

8863 Law of Practice Technology – Online and Asynchronous

3 hours

This online, asynchronous course will help students learn the technology tools used in the current (and future) practice of law. Students will learn case management systems, eDiscovery tools, competitive intelligence, artificial intelligence, blockchain, cloud computing, website design, social media, and other rapidly evolving area in the modern practice of law.

7043 Law of Sales

3 hours

The selling and leasing of goods in domestic and international transactions. The primary emphasis is on Article 2 of the Uniform Commercial Code, with secondary attention paid to Article 2A and to the United Nations Convention on Contracts for the International Sale of Goods. Topics include contract formation and interpretation, performance, breach, remedies, and warranties. In addition to this substantive law, the course pays special attention to developing an effective understanding of and the ability to use Article 2's statutory scheme. *Prerequisites:* Contracts I and II.

8843 Law Practice Technology

3 hours

This course will help students learn the technology tools used in the current (and future) practice of law. Students will learn case management systems, eDiscovery tools, competitive intelligence, artificial intelligence, blockchain, cloud computing, website design, social media, and other rapidly evolving areas in the modern practice of the law.

9480 Law Review Membership**0 hours**

A zero-credit course graded “Satisfactory” or “Unsatisfactory.” Required for all members of the Law Review other than the editors.

9481, 9482, 9483 Law Review Editorial Board**1, 2, or 3 hours**

One, two, or three hours of graded credit for members of the Editorial Board of the Law Review. The Editor-in-Chief and the Managing Editor earn four hours of mandatory graded credit to be distributed over the course of two semester at the discretion of the student. Members of the Board of Editors other than the Editor-in-Chief and Managing Editor earn one hour of mandatory graded credit each semester in which they serve as Editors. *[Members of the Board of Editors may also enroll in an additional hour of graded credit in one of the two semesters in which they serve as Editors.]*

Law Review Comment**1 hour**

One hour of graded credit for completing a Case Comment that is chosen for publication in the Oklahoma City University Law Review by the Board of Editors. The Case Comment’s grade is assigned by the Law Review’s Academic Director. Enrollment is limited to Law Review members.

Law Review Note**2 hours**

Two hours of graded credit for writing a Law Review Note of publishable quality, as certified by a supervising faculty member. The Note should be prepared in accordance with the criteria stated in the Guidelines for the Upper-Class Writing Requirement, whether or not the student elects to use the Note to satisfy the writing requirement. Enrollment is limited to Law Review members.

7071 Legal Analysis I**1 hour**

A required course covering the nature and process of legal reasoning, including common law analysis and statutory interpretation. This course begins with Introduction to Legal Analysis, an intensive experience taught during the week before other classes begin. Thereafter, the course continues to meet throughout the fall semester. The course includes frequent practice examinations covering Torts, Contracts, and Civil Procedure, with debriefing sessions and feedback, and a final examination. The course is graded “Credit” or “No Credit.” Credit in Legal Analysis I is subject to being revoked if a student does not satisfactorily complete Legal Analysis II.

7080 Legal Analysis II**0 hours**

A zero-credit required course taken in the Spring of the first year. The course is a continuation of Legal Analysis I and ends with an MBE Diagnostic examination covering the material covered in the first year of law school. Each student will receive a grade of S or U indicating whether the student completed the work in a satisfactory manner. To receive an “S”, a student must receive a grade of 30% on the final MBE Diagnostic. If a student receives a U in Legal Analysis II, the student’s Credit for Legal Analysis I will be converted to a No Credit.

9470 Legal Internship**0 hour**

Zero credit course in which all students employed as licensed legal interns must enroll for each semester of employment.

7192 Introduction to Legal Methods**2 hours**

The legal process and its historical foundations, including basic distinctions and classifications that form the conceptual framework of the law, an overview of English legal history, and methods and tools used by American courts in dealing with judicial precedent and statutory enactments. The course will also focus on identifying and developing the critical reading strategies and skills needed for expert legal reading and legal analysis. This course is open by invitation only to entering 1Ls.

8143 Legal Profession**3 hours**

The many roles played by lawyers in society and the responsibilities--ethical, legal, and practical--which must be reconciled in performing these various roles. Discussion focuses on the appropriate functioning of the individual attorney within the legal system and on the role of the organized bar in regulating the profession and contributing to the resolution of social problems. The American Bar Association’s Model Code of Professional Responsibility and Model Rules of Professional Conduct are analyzed in detail.

5223 and 5232 Legal Research and Writing I and II**5 hours**

Developing legal research and writing abilities. The first semester course concentrates on teaching students basic research skills and objective legal memoranda. Students learn on-line and book research. The second semester covers appellate advocacy, and concentrates on civil appellate procedures, persuasive appellate brief writing, and oral advocacy.

9293 Legislation and Regulation

3 hours

Many of the legal rules that bind individuals, businesses and other organizations come not in the first instance for judge-made rules but rather from legislatures and administrative agencies. At the federal level, Congress enacts laws. Administrative agencies then interpret these statutes, and give them force by implementing and enforcing rules, issuing orders, and taking a host of other administrative actions. A similar process occurs at the state level: state legislatures enact laws that are interpreted and implemented by state agencies.

This course explores both the legislative and the administrative sides of this process. Apart from giving students an overview of both legislation and agency decision-making, it explores the role that lawyers often play in disputes that arise (1) about what a statute means and requires and (2) about whether administrative agencies are correctly implementing it. In the first of these types of disputes, lawyers and judges generally rely upon certain methods to understand a statute's meaning – including analyzing the text and structure of the statute, employing theories and canons of interpretation, and examining the statute's purpose and legislative history. In disputes over agency actions, lawyers and judges ask questions about whether an agency has followed the procedural requirements imposed by the Constitution, the federal Administrative Procedure Act, other statutes, and the agency's own rules – and also about whether the agency has correctly interpreted a statute it is implementing and has reached conclusions about applying it that are not “arbitrary and capricious.” This course will provide students with an introduction to these legal questions about the legislative and administrative process and provide a foundation for more detailed analysis of these topics in other courses or legal research.

6061 or 6062 Litigation Practice Externship

1 or 2 hours

An opportunity to experience litigation practice in a structured setting. Students are required to select a placement site and meet the specific requirements of that placement site as well as the general course requirements. Students will be under the supervision of a faculty member and their supervising attorney at the placement site. Placement site work will include a variety of tasks assigned to the student by the supervising attorney. Each student is required to work a minimum of 91 hours at the placement site. In addition to the site work, students will be required to attend class sessions covering skills training topics. Students are required to submit weekly time records, as well as a journal. Students will be required to attend 8 hours of training during the first week of classes, in addition to their scheduled class time. Students who have received the 8 hours of training from a prior semester may seek an attendance exception from the Director of Experiential Learning. The course is graded on a credit (Cr), no-credit (NC), or credit with honors (CrH) basis. Each student will receive an Interim and a Final Evaluation from his or her supervising attorney. *Prerequisite:* None, except for specific courses required by a placement site.

A limited number of students will be eligible to continue at the placement for a second semester with supervising faculty approval. The academic requirements for the second semester are the

following: the student earns one credit hour (instead of two); the student continues to work at the placement for 91 hours the second semester; and writes a paper on an issue relating to the work encountered at the placement. The paper will satisfy the upper-class writing requirement. The student will be required to present the paper in class. *The proposed paper topic and outline must be submitted prior to course registration for the second semester.*

6272 Mediation Advocacy

2 hours

The representation of clients in mediation. The course considers the differences between mediation and negotiation, how to counsel with the client to identify whether mediation is appropriate, the different roles in which an advocate serves in a mediation, and ethical issues under the Model Rules of Professional Conduct and the Oklahoma Supreme Court's Code of Conduct for Mediators in the Early Settlement Program.

6432 Mergers and Acquisitions

The study of the law governing, and the methods of accomplishing, corporate combinations and acquisitions. The course will focus primarily on the life-cycle of a negotiated, private-company transaction: We will start with initial term-sheet level negotiations (including the determination of transaction consideration), moving into drafting transaction agreements, seeking Board and equity-holder consent, and resolving post-closing disputes.

The course will include some discussion of hostile acquisitions (e.g., takeovers), including the adoption of anti-takeover devices, and public-company transactions, but these will not be the focus.

The course will involve review of the duties of officers and directors under state and federal law, as well as federal and state regulations (including the Hart-Scott-Rodino Antitrust Improvement Act of 1976 and applicable federal and securities laws). This course is limited to 20 students.

6333 National Security Law

3 hours

A survey of both old principles and new developments as they relate to contemporary national security concerns, including federal separation-of-powers questions, the various types (and degrees) of “war,” intelligence operations, countervailing security-classification and freedom-of-information concerns, profiling, preventive detention, and the USA PATRIOT Act. National Security Law deals with a subject the roots of which trace to eighteenth-century separation-of-powers (and related national security) issues; the field of study, however, has generated new awareness in light of the events of September 11, 2001.

8211 or 8212 Native American Externship

1 or 2 hours

An externship program using field work, classroom, and simulation methods to provide legal assistance to Native Americans in central Oklahoma. In addition to a weekly two-hour classroom session, students are required to work 91 hours for two credits at a placement site such as Oklahoma Indian Legal Services, the U.S. Attorney’s Office, a Tribal Court or a Tribal Prosecutor’s office. In addition to the site work, students are required to attend class sessions

covering skills training topics. Students are required to submit weekly time records as well as a journal. Students will be required to attend 8 hours of training during the first week of classes, in addition to their scheduled class time. Students who have received the 8 hours of training from a prior semester may seek an attendance exception from the Director of Experiential Learning. The course is graded on a credit (CR), no-credit (NC), or credit with honors (CrH) basis. Each student will receive an Interim and a Final Evaluation from his/her supervising attorney.

Prerequisites: American Indian Law; placement sites may have additional course requirements. Concurrent enrollment in American Indian Law and this course is permitted.

A limited number of students will be eligible to continue at the placement for a second semester with supervising faculty approval. The academic requirements for the second semester are the following: the student earns one credit hour (instead of two); the student continues to work at the placement for 91 hours the second semester; and writes a paper on an issue relating to the work the student has encountered at the placement. The paper will satisfy the upper-class writing requirement. The student will be required to present the paper in class. *The proposed paper topic and outline must be submitted prior to course registration for the second semester.*

7542 or 7543 Nonprofit Organizations

2 or 3 hours

This course covers the legal requirements and policy implications for nonprofit organizations. Course topics include the formation and dissolution, operations, governance, regulation, charitable solicitation, and antitrust. Students will read and discuss statutes, regulations and cases. The course also considers non-charitable nonprofit organizations. Offered every other year.

8233 Norick Municipal Law Research Clinic

3 hours

This clinic serves the dual goals of providing students with practical research, writing, and oral presentation experience and assisting the Oklahoma City Council, Municipal Counselor, and other municipal entities by providing research support. Students will receive instruction in municipal law and related areas of law. Students are assigned research projects from these municipal entities as arranged by the professors. Students will employ a variety of methodologies to conduct thorough research and concisely convey their findings to the inquiring municipal entity. Each student will conduct a client interview, communicate with their clients via email, prepare a written memorandum, and make an oral presentation of their research findings.

The clinic will integrate doctrine, theory, skills, legal ethics, and engage students in the performance of legal analysis and reasoning, legal research, written and oral communication, and the exercise of proper professional and ethical responsibilities to clients and the legal system. Students will develop the concepts underlying the professional skills being taught. Students will perform the professional skills through meetings with clients, professors, class discussions, written work, and in the final presentation. Student performance will be directly supervised by clinical faculty who will provide feedback. The clinic will provide opportunities for student self-evaluation during class discussions, meetings with clinic faculty, and in writing through various outlines and draft memoranda.

All students are required to devote a minimum of **2 hours per week** to classroom instruction and **7 hours per week** of work outside of class. Work outside of class will consist of individual research, various drafting assignments described below, preparation for the oral presentation, and no less than five required faculty office conferences. Faculty office conferences should be scheduled at least 24 hours in advance with your assigned professor.

Students will be required to attend 8 hours of training during the first week of classes, in addition to their scheduled class time. Students who have received the 8 hours of training from a prior semester may seek an attendance exception from the Director of Experiential Learning.

Students who satisfactorily complete the course will receive three hours of graded credit. One of those hours counts toward the limit on credit hours that can be earned toward the J.D. degree through externships and clinical courses. Your completion of this course may be used to satisfy either: 1) the JD graduation requirement of a clinic or externship, in which case all three credit hours count toward the graduation requirement of experiential coursework, OR 2) the upper-class writing requirement of the JD degree, in which case none of the credit hours counts toward the graduation requirement of experiential coursework. ABA rules prohibit satisfying both requirements 1 and 2 with this course. If you intend to satisfy the upper-class writing requirement, please present the required form to Professor Peoples no later than the second class period for approval.

Prerequisites: None

A separate application is required. Students must have a minimum cumulative law school GPA of C (2.0 on the 4-point grading scale) to apply and to enroll. Students must have completed 43 credit hours by the time of the first class. Preference in enrollment will be given to students having completed 57 credit hours by the time of the first class. Students may not enroll simultaneously in the Clinic and in an externship. Students may not repeat this course. A student's legal intern license is not required.

Enrollment in the clinic is limited to 8 students per semester. If there are more qualified applicants than spaces available, students will be chosen by a lottery with a preference given as explained above, and a waiting list of additional qualified applicants will be maintained in the Registrar's Office. The application process will subject the student's participation in the clinic to an employment conflict check, both for hours actually worked and for substantive conflicts of interest. This will be reviewed at the time of application and also at the start of the semester.

Students chosen for enrollment in the clinic are prohibited from dropping the clinic after the first week of class in the absence of extraordinary and unforeseen circumstances (such as serious medical problems or a call-up to military service). A student may not add the clinic after the first week of classes. If a student adds the clinic during the first week of classes but after the first class has occurred, the faculty clinician and the adding student will engage in a one-on-one tutorial to

cover the material missed.

8153 Oil and Gas Law

3 hours

The nature and protection of various interests in the oil and gas mineral estate; legal principles concerning the rights and remedies of the mineral owner, owner-lessor, and lessee; major clauses of the oil and gas lease; implied covenants; and problems incident to conveyances of interests in the mineral estate.

8162 Oil and Gas Regulation

2 hours

A study of oil and gas exploration and production regulations. The course will primarily cover many of the key oil and gas regulations of the Oklahoma Corporation Commission and the Railroad Commission of Texas. In addition, it will also review selected statutes giving rise to regulations as well as significant cases that construe those regulations. *Prerequisite:* Oil and Gas Law.

8192 Oil and Gas Tax Law

2 hours

The federal income tax law of domestic oil and gas operations and transactions. The course applies income tax law to the life cycle of oil and gas operations including exploration, development, production, and abandonment. The transactions include acquisitions, dispositions, structuring, and investment. Offered every other year. *Prerequisite:* Income Tax Law. Oil and Gas Law or familiarity with oil and gas operations is helpful, but not required.

7251 Oklahoma Legal Research for Practice

1 hour

A course that builds upon the research skills acquired in Legal Research and Writing to develop legal information literacy and to deepen a student's knowledge in the area of practice-related Oklahoma legal research. During each session, students will review and strengthen knowledge of basic Oklahoma research materials and explore important legal research skills that are essential for practicing law in Oklahoma. This practice-focused legal research course will also explore databases and materials available to an Oklahoma attorney through either Oklahoma bar membership or the technology available in the courtrooms in Oklahoma. Cannot be taken with Texas Legal Research for Practice. Offered in person or as an asynchronous online course. Students receive a letter grade unless the course is taught in the one-week presemester version. The presemester version is graded "Credit" or "No Credit".

6013 Patent Law

3 hours

A detailed coverage of the "lifecycle" of a patent in obtaining, enforcing and invalidating patent rights (including the threshold issues of subject matter eligibility, utility, novelty and non-obviousness), written description, definiteness, enablement, the format for filing a patent application, patent claims and their scope, patent claim construction, patent prosecution at the U.S. Patent & Trademark Office and patent examination, patent infringement in federal district courts, standing to sue, the exclusive federal jurisdiction and patent venue jurisprudence for convenience transfers in patent cases, remedies, appeals to the U.S. Court of Appeals for the Federal Circuit, ex parte appeals and post grant proceedings such as inter partes review at the Patent and Trial Appeal Board, Section 337 investigations at the U.S. International Trade Commission, patent licensing, inequitable conduct, laches, estoppel, inventorship, willful infringement, attorney's fees, and patent marking.

6403 Pretrial Litigation

3 hours

Pre-trial procedures used in civil or criminal litigation under the relevant Federal rules of procedure and corresponding state rules. The emphasis is on the identification of the best means to conduct pleading and discovery in different types of cases, the tactics commonly employed, and, to a lesser extent, the means by which the fruits of this process are used at trial. The course will combine, as enrollment permits, the study of the relevant rules in this context with the drafting of and responses to discovery requests, and the taking and defending of depositions, together with relevant pleading and motion practice. This course may have a civil or criminal law focus. Enrollment is limited to sixteen. *Prerequisites:* Civil Practice and Procedure I and II.

9853 Products Liability

3 hours

The causes of action available for accidents caused by defective products and the defenses available for each cause of action. Also included is the study of the various tests for defectiveness, the proper plaintiffs and defendants in a product liability action, proof problems, and issues in remedies that relate specifically to products liability. Particular emphasis is placed upon national trends, both judicial and legislative, in the area. Offered every other year.

8932 Prosecuting Terrorism: Investigation through Trial

2 hours

This course allows students to understand – and compare – the prosecution of terrorism-related crimes (including war crimes and others) in civilian courts and military tribunals. The course explores the unique way in which US law treats these types of crimes, the role that international law plays in that treatment, the factors that contribute to selection between civilian courts and military tribunals as the forum for prosecution of terrorism-related crimes, the procedural laws that govern how such crimes are prosecuted in each forum, and the significant role classified information plays in the process. The course examines the policy underlying these matters and the practical application of the law in all phases: investigation, pre-trial, trial, and post-trial.

7404 Property**4 hours**

An introduction to the law of property, including methods of acquiring and holding real and personal property; the rights, powers and obligations of owners and possessors; an introduction to private and public regulation of the use of land; and an introduction to real estate transactions. Topics covered will usually include gifts, adverse possession, present and future interests, concurrent and marital estates, leaseholds, easements and servitudes, deeds, and recording acts.

8622 Remedies**2 hours**

Equitable, restitutionary, and damage remedies, including injunctions and specific performance, contempt, restitution, contract damages other than those covered by the Uniform Commercial Code, tort damages, punitive damages, calculations of present value, and the equity-law distinction concerning jury trials.

8941 Restorative and Community Based Justice**1 hour**

This course is tailored for students interested in exploring the intersections between Restorative Justice and the legal system. It aims to provide a comprehensive understanding of Restorative Justice principles, its legal underpinnings, and the practical challenges and opportunities of integrating these practices within formal legal contexts. Indigenous approaches to conflict resolution, community involvement, and healing, will be explored and how these practices can enrich and inform contemporary Restorative Justice efforts. Through lectures, case studies, interactive workshops, and simulation exercises, students will examine the role of Restorative Justice in addressing crime, conflict resolution, and community healing, while also considering the ethical, legal, and procedural nuances involved. The course will foster critical thinking and practical skills in developing Restorative Justice initiatives that complement and enhance the traditional justice system.

8203 Secured Transactions**3 hours**

The law governing secured transactions in personal property covered by Article 9 of the Uniform Commercial Code. Topics covered include the establishment and perfection of security interests pursuant to credit sales contracts, problems focusing on the interface between Article 9 and federal bankruptcy law, priority disputes among collateral claimants, default, and rights after default. In addition to establishing a base of substantive information concerning Article 9's treatment of the foregoing topics, emphasis is placed on developing an understanding of and facility with the Code's statutory scheme.

9143 Securities Regulation

3 hours

The federal regulation of securities, including the registration and distribution of securities under the Securities Act of 1933, the distribution of securities in transactions exempt from registration, the scope of coverage of the 1933 Act, the purpose and nature of the disclosure required under the 1933 Act, the purpose and scope of the Securities Exchange Act of 1934, insider trading, proxy and tender offer regulation, and liability for violations of the 1933 Act and 1934 Act. *Prerequisite:* Corporations.

Seminars

2 hours

A seminar involves a professor and a small number of students, engaged in creative research that is of an original nature or that adds clarity to existing theories. The subject matter of a seminar is determined by the faculty member and approved by the Curriculum Committee. A seminar shall result in a substantial written product or products as defined by the professor, which shall be a part of the basis for evaluation. Ordinarily, no examination will be given. Seminars may meet as scheduled at the professor's discretion, in accordance with the attendance standards of the American Bar Association. Subject to the approval of the Dean's Office, enrollment in a seminar shall not exceed seventeen students. A student using the seminar to satisfy the upper-class writing requirement must declare to the professor in writing his or her intention to do so within ten days of the beginning of a semester. A student may enroll in no more than two seminars during his or her law school career without permission from the Associate Dean for Academic Affairs. Additional rules and regulations promulgated by individual professors should be anticipated.

8023 State and Local Government

3 hours

The institutional setting, organization power, and legal doctrines of state and local government. This course explores government; intergovernmental relations; the impact of federal policy upon local activities; the interplay of state and local policies; the enforcement of regulatory measures; labor management relations in public service; financing the local government; public expenditures and contracts; governmental control of land development; and governmental tort immunity and liability.

7052 State Constitutional Law

2 hours

State constitutions have become important and frequently litigated sources of law. This course begins by examining the history and characteristics of state constitutions and their role in a federal system. It then turns to a series of topic studies of specific issues treated by state constitutions, including religious liberties, the right to arms, school finance, and limitations on the taxing power, among others. The course will examine the Oklahoma Constitution at several points, but it is intended as an introduction to state constitutional law across the 50 states.

6611 Strategies for Success on the MPT

1 hour

An introduction to the Multistate Performance Test (MPT) and a review of fundamental writing skills designed to help students succeed on the MPT. The MPT consists of two 90 minute questions that require students to review a task memo, a fact file, and a library of the relevant law in order to produce a written work product, such as a brief, letter, or memo. The course will provide students with specific strategies for approaching the MPT and offer multiple opportunities to complete the actual MPT practice questions.

6762 or 6763 Street Law

2 or 3 hours

The course is designed for law students teach high school students about law that is practical and relevant to their lives, including basic concepts about the Rule of Law, lawmaking, the court system, criminal law, criminal procedure, consumer law, and constitutional law. This goal of the course are to: 1) serve as a review for third-year students on certain subjects tested on the bar exam; 2) develop a recruiting pipeline to law school for underserved populations; 3) empower high school students to be active, engaged citizens with the knowledge and skills they need to participate in and contribute to their communities; and 4) develop a habit in law students of pro bono service to the community.

9091 Supervised Paper

1 hour

Permits students to perform research in a specialized field under the supervision of a full-time law faculty member. This course may be taken only by students who have completed at least 43 hours during residence at OCU. A student may not enroll in this course in the summer term. A student may not enroll in this course more than once per semester. A student may not enroll in this course and Course No. 9092, Directed Research, during the same semester. This course is graded on a credit (Cr), no-credit (NC), or credit with honors (CrH) basis. In order to successfully complete this course, a student must write a substantial paper that (1) seeks to make a significant contribution to the understanding of a topic which is sufficiently novel, important or interesting to be suitable for scholarly analysis in a law journal, (2) reflects research of sufficient substance to provide a reader familiar with the issue or field with valuable knowledge and insights, (3) reveals substantial analysis of the material and issues presented, (4) is presented in a clear and finished manner, (5) consists of not fewer than 6,000 words, exclusive of footnotes and endnotes; and (6) presents footnotes that conform to the most recent edition of *A Uniform System of Citation*. Satisfactory completion of this course fulfills the upper-class writing requirement, if the instructor so certifies. Only a full-time faculty member is permitted to certify a “Supervised Paper” paper. Students may not enroll in “Supervised Paper” in the summer.

9433 or 9334 Taxation of Business Entities**3 or 4 hours**

The income tax consequences of doing business in corporate, partnership, or limited liability company form. Emphasis is given to the tax consequences of formation of the entity, transfers of property between an entity and owners of the entity, and dissolution of the entity. Advantages and disadvantages of each form of doing business are considered. *Prerequisite:* Income Tax Law.

6672 Taxation of Charities and Non-Profits**2 hours**

This course introduces the regulation of nonprofit organizations from both the federal tax and state fiduciary regulatory standpoints. Students consider the major aspects of nonprofit regulation, including substantive law and the major public controversies over the proper role of tax-exempt nonprofit organizations emerging today. Offered every other year.

6481 Texas Legal Research for Practice**1 hour**

This course is intended to build upon the research skills acquired in first year Legal Research and Writing, to develop legal information literacy, and to deepen a student's knowledge in the area of practice-related Texas legal research. During each week of the course, you will review and strengthen your knowledge of basic Texas research materials and explore important legal research skills that are essential for practicing law in Texas. This practice-focused legal research course will also explore databases and materials available to a Texas attorney through either Texas bar membership or the technology available in the courtrooms in Texas. Cannot be taken with Oklahoma Legal Research for Practice. Offered in person or as an asynchronous online course. Students receive a letter grade unless the course is taught in the one-week presemester version. The presemester version is graded "Credit" or "No Credit".

7504 Torts**4 hours**

Analysis of the legal principles underlying civil liability for injuries to persons and property. Topics covered include negligence, traditional strict liability, and selected topics in intentional torts.

6702 and 6703 Trademark Law**2 or 3 hours**

An examination of the common law and statutory (Lanham Act) protections of trademarks and trade names, with primary focus on the nature and types of protectable trademarks, and their acquisition, registration, use, and abandonment. Special attention is paid to the secondary-meaning doctrine, remedies for trademark infringements, and related jurisdictional issues. A variety of non-trademark "unfair competition" issues (including trade secret issues and deceptive advertising) is also addressed, including the role of the Federal Trade Commission with respect to such matters.

9074 Trial Practice**4 hours**

Practical application of the rules of civil and criminal procedure and the law of evidence in the trial setting. Pleading, preparation, proof, and persuasion are stressed. *Prerequisites:* Evidence and Civil Practice and Procedure I.

7212 Tribal Law**2 hours**

A study of the laws of tribal governments throughout Oklahoma and the United States. The course will focus on issues of self-government among federally-recognized tribal governments, including government structures, tribal constitutions, tribal codes and tribal court jurisprudence. The course will also examine how tribal laws interplay with Federal Indian Law and State exercises of authority in Indian Country.

2044 Wills, Trusts, and Estates**4 hours**

An introduction to wills, trusts, and estates. The course covers such topics as formation and execution of wills, competency, will contests, intestacy, protection for spouse and children, nonprobate transfers, construction of wills, trusts, and charitable trusts. The course includes interviewing clients and drafting wills and trusts. This course was formerly known as Wills, Trusts, and Estates Survey and replaces Wills, Trusts, and Estates I and Wills, Trusts, and Estates II, which have been discontinued.

8883 Wrongful Convictions**3 hours**

A study of the substantive causes of wrongful convictions, the procedural mechanisms for the litigation of actual innocence claims, state and federal post-conviction remedies, the methodology used to investigate and develop claims of actual innocence, and the ethical issues confronting prosecutors and criminal defense lawyers. During the course of the semester, students will review actual cases of wrongful convictions and the processes necessary for exoneration. Each student prepares a Case Assessment. Enrollment limited to 16. *Prerequisite:* Evidence and Criminal Procedure are recommended but not required.

GUIDELINES FOR THE UPPER-CLASS WRITING REQUIREMENT

The faculty of Oklahoma City University School of Law has adopted the following guidelines for Law Review Notes, appellate moot court briefs for faculty-approved moot court competitions, Directed Research papers, and Supervised Papers if those writing projects are intended to satisfy the law school's Upper-Class Writing Requirement:

Appellate Briefs in Faculty-Approved Moot Court Competitions. These briefs share the characteristic that substantial faculty assistance is not permitted until after the briefs have been submitted to the competition. For these briefs to satisfy the Upper-Class Writing Requirement, students must continue to work with their faculty sponsor and rewrite the brief, as follows:

- The students must meet with their faculty sponsor to discuss the sponsor's comments on the version of the brief submitted to the competition;
- The students must produce at least two rewrites of the brief and meet with the faculty sponsor after each rewrite, except that the faculty sponsor may omit the conference after the final rewrite.
- The faculty sponsor is at liberty to require more rewrites and conferences until the brief meets the expectations of the faculty sponsor.

Faculty sponsors of faculty-approved moot court competition teams are members of the faculty who serve as the coaches of the teams for their training in written and oral advocacy skills.

Law Review Notes, Directed Research Papers, and Supervised Papers. The faculty expects the following faculty supervision and student rewrites of Law Review Notes, Directed Research Papers, and Supervised Papers that are intended to satisfy the Upper-Class Writing Requirement:

- A written statement of the student's topic and thesis, followed by a conference with a member of the faculty;
- A developed outline and annotated bibliography, followed by a conference with the faculty member about the outline and bibliography;
- An initial draft of the paper, followed by a conference with the faculty member;
- A draft that the student believes to be final, followed by a conference with the faculty member;
- At least one additional revision of the paper, followed each time by a conference with the faculty member, except that the version of the paper that is final in the eyes of the faculty member need not be followed by a conference.
- In the case of a Law Review Note, the rewriting of the paper and the related conferences may continue after the deadline for the submission of the Note to the Law Review.

Adopted on April 4, 2014

CREDIT-HOUR POLICY

approved by the faculty January 11, 2019

This policy shall be included in the Academic Handbook and published on the School's website.

Statement of Policy and Definitions:

In accordance with guidelines established by the Department of Education and the American Bar Association, the School of Law defines a "credit hour" to require at least 45 hours of instructional time over the course of a 15-week semester. A three-hour course therefore requires at least 135 hours of instructional time during the semester and a two-hour course requires at least 90 hours of instructional time during the semester. For the purposes of this requirement, however, an "hour" of class time means 50 minutes of clock time. "Class time" means a period of time in which the student is receiving direct faculty instruction.

"Outside work" includes reading, completing class assignments and assessments, reviewing class material, looking up material in other sources, briefing cases, synthesizing class notes, engaging in group discussion of assigned material, studying for assessments, researching and writing papers and other assignments, writing reflections (e.g. journals), and taking exams or other assessments (e.g., quizzes, other formative assessments, and final exams). Academic work related to simulations, field placements, clinics, and co-curricular activities counts as outside work.

"Instructional time" means class time and outside work.

Methods of Compliance:

Each instructor must ensure that the work assigned in each of his or her courses satisfies the requirement of 45 hours of instructional time per semester. The instructor must calculate the amount of time the class will actually meet, and must assign sufficient outside work to satisfy the credit hour policy. The instructor should use his or her own judgment in determining the amount of time a typical student would spend on an assignment. All the assignments for the semester must be described in sufficient detail, by the end of the semester, to determine the amount of outside work actually assigned.

A typical distribution of the required hours of work for one credit-hour is (a) one 50-minute class session per week over a 14-week semester, (b) a one-hour exam, and (c) at least 28 hours of outside work over the course of the semester. For example, a three-hour course normally meets for 3 "hours" per week for 14 weeks and requires a 3-hour long examination, and should therefore require at least 6 hours of outside work per week for the 15-week semester (although outside work need not be spread evenly across each week of the semester). A class which does not have a final exam or which meets for fewer than 14 weeks must assign correspondingly more outside work or spend more time in class. Classes which do not meet must be made up by make-up class time or by assigning additional outside work.

The following are examples of how the credit-hour requirements might be met. In each case the word “hour” has the meaning described above. “Required” hours refers to the minimum number of instructional hours required by the ABA Standard. Many classes will require more work. The following are intended to be illustrative. Deviations are permitted in every category, as long as the total work assigned complies with the general policy stated above.

Typical Three-Hour Doctrinal Course:

135 hours required

Class meets 150 minutes per week for 14 weeks = 42 “hours” class time

Final Exam (180 minutes) = 3 hours

Each student must complete at least 90 hours of outside work over the course of the semester

Three-Hour Legal Research and Writing Class:

135 hours required

Class meets 150 minutes per week for 10 weeks = 30 “hours” class time

Each student must complete at least 105 hours of outside work over the course of the semester

One-Credit “Pre-mester” Course:

45 hours required

Class meets 180 minutes per day for 5 days = 18 “hours” class time

Final Exam (180 minutes) = 3 hours

Each student must complete at least 24 hours of outside work over the course of the week

Two-Hour Externship:

90 hours required

Class meets 100 minutes per week for 14 weeks = 28 “hours” class time

Each student must log at least 62 hours of outside work over the course of the semester

Four-Hour Clinic:

180 hours required

Class meets approximately 200 minutes per week for 14 weeks = 56 “hours” class time

Each student must log at least 124 hours of outside work over the course of the semester

LEARNING OUTCOMES AND PERFORMANCE CRITERIA FOR THE J.D. PROGRAM

1. Our graduates will know and understand substantive and procedural law.

Performance Criteria: Our graduates will demonstrate their achievement of this learning outcome by their ability to:

- i. Identify legal issues from new factual situations in the areas of constitutional law, contracts, criminal law, federal civil procedure, the federal law of evidence, property, torts, and at least four additional bar exam areas of law, such as business associations, consumer bankruptcy, trusts and estates, and the Uniform Commercial Code.
- ii. Articulate the fundamental principles of law from constitutional law, contracts, criminal law, federal civil procedure, the federal law of evidence, property, torts, and at least four additional bar exam areas of law, such as business associations, consumer bankruptcy, trusts and estates, and the Uniform Commercial Code.
- iii. Analyze factual situations using the principles of law from constitutional law, contracts, criminal law, federal civil procedure, the federal law of evidence, property, torts, and at least four additional bar exam areas of law, such as business associations, consumer bankruptcy, trusts and estates, and the Uniform Commercial Code.
- iv. Draft documents conforming to procedural rules from the Federal Rules of Civil Procedure, Federal Rules of Evidence, or both.

2. Our graduates will demonstrate competence in legal analysis and legal reasoning.

Performance Criteria: Our graduates will demonstrate their achievement of this learning outcome by their ability to:

- i. Use critical reading, thinking, and reasoning skills to identify and articulate the legal issues, holdings, and rationales embodied in judicial opinions.
- ii. Use critical reading, thinking, and reasoning skills to interpret and analyze statutes and administrative regulations.
- iii. Identify, analyze, and evaluate the relevant legal issues posed by novel fact patterns.

- iv. Apply the legal principles embodied in cases, statutes, and administrative regulations to novel fact patterns, and analyze and assess the legal issues presented.
3. Our graduates will demonstrate competence in legal research.

Performance Criteria: Our graduates will demonstrate their achievement of this learning outcome by their ability to:

- i. Identify and analyze the appropriate legal issues to be researched.
 - ii. Recognize the authority or authorities governing particular legal issues.
 - iii. Distinguish among different types of primary and secondary law sources, and determine the weight, reliability, and binding or persuasive authority of each source.
 - iv. Use available resources appropriately to conduct legal research efficiently and effectively.
 - v. Employ different methods of finding information, such as using indexes, annotations, headnotes, and advanced search techniques.
 - vi. Evaluate research results and modify research queries as needed.
4. Our graduates will demonstrate competence in problem-solving in the legal context.

Performance Criteria: Our graduates will demonstrate their achievement of this learning outcome by their ability to:

- i. Identify, clarify, and develop their clients' goals.
- ii. Identify problems related to those goals.
- iii. Generate and evaluate possible legal and non-legal solutions to those problems.
- iv. Identify and articulate relevant practical considerations, including potential effects on clients and society.
- v. Counsel clients, recommend potential courses of legal action and strategy, and implement appropriate plans.

5. Our graduates will demonstrate competence in written and oral communication in the legal context.

Performance Criteria: Our graduates will demonstrate their achievement of this learning outcome by their ability to:

- i. Write objective legal analyses, persuasive legal arguments, and other work products that represent a rigorous writing experience, all of which will be well organized, well reasoned, clear, and concise; will use standard written English and correct citation form; and will meet the audience's needs and expectations.
- ii. Make oral legal arguments that are clear, well reasoned, and persuasive.

6. Our graduates will demonstrate competence in the exercise of proper professional and ethical responsibilities to clients and the legal system.

Performance Criteria: Our graduates will demonstrate their achievement of this learning outcome by their ability to:

- i. Understand rules of professional conduct and professional norms as representatives of clients, officers of the court, and citizens.
- ii. Apply professional rules and norms to the representation of clients, to the performance of duties as an officer of the court, and to civic life.
- iii. Recognize and resolve the moral, ethical, and professional dilemmas that lawyers encounter.
- iv. Understand and implement best practices in client communications.
- v. Develop and use systems and practices to avoid conflicts of interest.
- vi. Communicate and behave in a civil and respectful manner with clients, governmental officials, and members of the public, including those from different cultures.

7. Our graduates will demonstrate competence in the efficient organization of work and the meeting of deadlines.

Performance Criteria: Our graduates will demonstrate their achievement of this learning outcome by their ability to:

- i. Develop and use systems to ensure timely communication with clients.

- ii. Use time-management software and similar technologies.
 - iii. Complete concurrent assignments on time.
 - iv. Use best practices in office management.
8. Our graduates will demonstrate willingness and capacity to engage in civic life.

Performance Criteria: Our graduates will demonstrate their achievement of this learning outcome by their willingness and ability to:

- i. Participate in student organizations and other extracurricular activities.
- ii. Participate in public-service organizations or public interest service opportunities.
- iii. Provide pro bono legal services or otherwise promote equal access to the legal system.

POLICY RESTRICTING 1L PARTICIPATION ON COMPETITION TEAMS

adopted May 3, 2024

No first-year student may serve on a competition team (appellate advocacy, mock trial, etc.). Student organizations may not invite first-year students to participate on competition teams. Competition teams will not be reimbursed for the travel expenses of any of their members if first-year students are involved with the team.

VIDEO AND CLASSROOM RECORDING POLICY

I. Video Surveillance

Surveillance cameras are located throughout the building, including in classrooms, and are in use at all times. Surveillance cameras are installed to insure the safety of students, faculty, and staff and the integrity of exams. Surveillance footage is stored and may be reviewed by Law Technology Services, administrators, or law enforcement when necessary. Students should be aware that their actions in the halls, classrooms, study rooms, and other public spaces in the law school may be recorded.

II. Classroom Recordings for Educational Purposes

A. Purpose

This policy governs classroom recordings requested by students and made for student use. Student access to class recordings is a privilege, not a right, and neither Oklahoma City University School of Law, nor its agents or employees, shall be responsible if a class recording is not available or is of inferior quality. Instructors are always permitted to record their classes for any reason.

Intentional student misuse of recordings, intentional failure to disclose a prior denial of a recording request, or intentional misrepresentation in the course of requesting a recording shall be considered a violation of the OCU Law Student Conduct Code.

B. General Provisions

- 1. Purpose of recordings:** Recordings made for student use allow students to review classroom presentations, lectures and discussions either because they were absent or because of an approved accommodation. Any other use is strictly prohibited without the prior, express permission of the relevant instructor.
- 2. Notice to student speakers:** Students should assume that any class they participate in is being recorded.
- 3. Length of Availability:** Unless an instructor designates a different period, recordings will remain on the web portal for two weeks.
- 4. Access:** Only the student on whose behalf a recording is requested will have access to the recording unless otherwise permitted by the instructor or the Associate Dean for Academic Affairs.

5. Request for Recordings:

- a. Pre-approved reasons: Students requesting a recording for a pre-approved reason (set forth in II (b) (6)) must send their requests to the Associate Dean for Academic Affairs by email. Prior to approving student access to a recording, the Associate Dean for Academic Affairs will verify that the student's situation satisfies one of the pre-approved reasons. Documentation from the student may be required.
- b. Institutional Emergencies: The Associate Dean for Academic Affairs may arrange for class recordings, subject to individual instructors' restrictions, in the event of an extraordinary emergency that would warrant the recording of classes for a significant number of students.
- c. Other reasons: Student requests for recordings for reasons that are not pre-approved should be made directly to the relevant instructor.
- d. Timing of requests: All requests for class recordings should be submitted at least one week before the class or classes to be recorded, except in cases of emergencies. This requirement may be waived by Law Technology Services or the Associate Dean for Academic Affairs. Law Technology Services and the Associate Dean for Academic Affairs may establish forms and additional procedures as needed to administer requests.

6. "Pre-Approved" Reasons for Recording of Classes for Student Use

Recording for pre-approved reasons is subject to approval by the Associate Dean for Academic Affairs and an instructor's restrictions regarding classroom recordings. The Associate Dean for Academic Affairs may require documentation to verify any of the below pre-approved reasons. Pre-approved reasons include:

- i. Death in the family or family emergency;
- ii. Observance of religious holidays;
- iii. Jury duty or other required court appearances;
- iv. Military obligations;
- v. Any medical emergency or issue that prevents a student from attending several classes.

C. Faculty Guidelines

1. Notice to Instructors

When the Associate Dean for Academic Affairs approves a recording request for a pre-approved reason, the relevant instructor(s) will be given notice by email prior to the class being recorded. The Associate Dean for Academic Affairs will normally inform the instructor(s) of the names of the students requesting class recordings and the reasons for

recording, but may withhold this information if there is good cause to do so. The Associate Dean for Academic Affairs does not excuse students from class attendance or keep track of student absences.

2. Individual Instructor Recording Policies

Instructors should notify the Associate Dean for Academic Affairs of their classroom recording policies at the beginning of each academic year. Instructors who do not provide notice of a policy will be presumed to have consented to the following: “As long as I am informed of the need for a recording, my classes may be recorded and released to students in accordance with the Classroom Recordings for Educational Purposes policy.”

III. Creating Recordings

A. Only instructors or the Associate Dean for Academic Affairs may direct Law Technology Services to record a class.

B. Students are prohibited from privately recording classes on any device without express permission of their instructor.

IV. Attendance

Viewing a class recording is not a substitute for attending class. Permission to count a student’s viewing of a classroom recording as attendance is at the complete and sole discretion of the instructor and will normally be denied.

V. Prohibition on Recording, Downloading, Copying, or Sharing Classes

The law school’s academic regulations prohibit a student from recording a class unless the student has the permission of the instructor or the faculty’s special accommodations committee. If a student’s computer or phone has an automatic recording feature, the student must turn it off before class begins. If a student is participating in a class online or watching a prerecorded lecture, the student may not record, download, copy, or share any of the video or audio. In addition, the student may not share a link or password to a class or prerecorded material with anyone else.

POLICY ON PROVISION OF TRANSCRIPTS BY NEW STUDENTS

adopted August 7, 2023

A new student must provide an official final transcript showing his or her eligibility to enroll by October 10 (or the next following business day) of the academic year in which he or she first enrolls in the School of Law. A final transcript is

- 1) for a new first-year student other than a student governed by paragraph (2), a transcript showing that he or she has received his or her baccalaureate degree.
- 2) for a new first-year student who has entered law school through an approved 3+3 program (such as the PPE Plan with the Petree College of Arts & Sciences or the 3+3 program with Oklahoma State University), a transcript showing completion of the required number of credit-hours for participation in the 3+3 program.
- 3) for a transfer student, a transcript showing his or her baccalaureate degree and a transcript showing the work completed at the school from which the student is transferring.

The official final transcript may be provided either directly to us or through the LSAC. New students should ensure that their official final transcript is uploaded to LSAC as soon as it is available (usually in August). If the student's official final transcript was sent to LSAC when the student applied to the law school, there is no need to upload a second one.

If an official final transcript is not available through LSAC by the first day of class, the student must have it sent directly from the degree-granting institution to the law registrar at the following address:

Law Registrar
Oklahoma City University School of Law
800 N. Harvey Avenue
Oklahoma City, OK 73102

Unless the following paragraph applies, a student who has not provided a final transcript by October 10 (or the next following business day) will be administratively withdrawn by the university and his or her enrollment will terminate.

If the institution granting the student's baccalaureate degree does not, in general, issue final transcripts prior to October 10, the student may remain enrolled if the student provides a letter from the institution certifying that the student has completed the requirements for the baccalaureate degree and stating the date when the final transcript will be issued. The final transcript must be sent to the law registrar within 10 days of its issue or the student will be administratively withdrawn.

POLICY ON STUDENT DISCLOSURE OF CHARACTER AND FITNESS INFORMATION

adopted December 7, 2018

The application to the School of Law asks the following questions:

Have you ever been academically dismissed, placed on academic probation or suspension, or been reprimanded for academic or other reasons by any of the colleges or universities you have attended, or are there actions, charges, or investigations for academic reasons pending or expected to be brought against you?

Have you ever been investigated by any professional licensure board or entity for any actions or charges; faced disciplinary action by a professional licensure board or entity; had a professional license suspended, revoked, terminated, or made conditional; or are there actions, charges, or investigations pending or expected to be brought against you by an professional licensure board or entity?

Have you ever been cited for, arrested, indicted for, or charged with any violation of criminal law (including speeding and other minor traffic violations; include parking violations only if you have received 10 or more tickets)?

Including juvenile offenses, have you ever received deferred adjudication or probation for any violation of criminal law, even if the offense has been expunged and does not appear on your permanent record?

Are there any criminal charges pending or expected to be brought against you?

If the answer to any of these questions is “yes”, the applicant must disclose the circumstances. Each student’s application is part of his or her permanent law school file. **Students have a duty of continuous disclosure with respect to this information.**

Delayed Reporting of Events Occurring Prior to Law School:

If a student omitted information on his or her application that should have been disclosed, the student may amend his or her application at any time by submitting the relevant information to the Associate Dean for Academic Affairs.

If an amendment discloses information deemed serious by the Associate Dean, the student’s file will be returned to the Admissions Committee, which will determine whether it would have admitted the student if it had the information at the time of its original decision. If the amendment was made after the first day of class for upper-class students, the Committee may also consider the fact that the student delayed disclosure. If the Admissions Committee

determines that, in light of the newly disclosed information, it would not have admitted the student, the student's admission shall be revoked and the student's enrollment shall be canceled.

In all other circumstances, the amendment will be added to the student's file, and the School will take no further action.

Disclosure of Events Occurring During Law School:

If an event occurs following a student's admission or matriculation that would change his or her answers to the questions on the application, the student must submit the new information to the Associate Dean for Academic Affairs within 20 calendar days of the event. If the Associate Dean determines that the conduct may violate the Student Code of Conduct, he or she shall forward the information to the Prosecutor for disciplinary action. If the Associate Dean determines that the conduct does not violate the Student Code of Conduct, the information shall be placed in the student's file as an Additional Character and Fitness Disclosure and, if appropriate, shall be disclosed in response to bar examiners' character and fitness inquiries.

If an event occurs following a student's admission or matriculation that would change his or her answers to the questions on the application and the student does not report the event to the Associate Dean for Academic Affairs within 20 calendar days, the Associate Dean shall submit the failure to disclose to the Prosecutor for disciplinary action. The failure to disclose shall itself be an item reportable to the bar in appropriate circumstances.

Notice to Students

The following language shall appear on the "New Student Registration Form" that each student must submit to enroll in the School.

If you determine that any of the information on your application was inaccurate at the time of your application, you are required to immediately submit a signed amendment to your application regarding the incorrect information to the Associate Dean for Academic Affairs. Your admission may be revoked if you omitted material information in your application. In addition, if any event occurs following your admission or matriculation that would change your answers to the questions on your application, you must immediately submit the new information to the Associate Dean for Academic Affairs. Failure to correct your application or report new events is a violation of the Student Conduct Code and may affect your admission to the bar.

POLICY ON ACADEMIC COMPLAINTS

(ABA Standard 510)

A student who is concerned about a situation involving the school's program of legal education is encouraged to begin with an informal complaint, as described below. "School day" means Monday through Friday during Fall, Spring, and Summer terms, including exam periods.

Informal Complaints An informal complaint is an electronic or in-person communication to the Associate Dean for Academic Affairs describing a matter of academic concern. An informal complaint should be made as soon as possible after the conduct, situation, or action occurs, but in no event later than 10 school days following the conduct or action or the first occurrence of the situation. The Associate Dean will inform the student what action the Associate Dean plans to take in connection with the complaint. Such action may include investigation, consultation with faculty and other administrators, and review of documents, among other things. (In the event such action may involve personnel matters or other students, the Associate Dean shall not inform the student what steps will be taken but will only inform the student that action will be taken.) The Associate Dean will inform the student what further correspondence the student should expect to receive from the Associate Dean about the matter.

Formal Complaints If a student believes the matter has not been resolved by an Informal Complaint, a student may bring a Formal Complaint according to the following procedures. If an Informal Complaint has previously been made, a Formal Complaint may be filed at any time prior to the expiration of 35 school days from the time of the conduct or action or the first occurrence of the situation. However, if an Informal Complaint has not previously been made, a Formal Complaint must be made prior to the expiration of 15 school days from the time of the conduct or action or the first occurrence of the situation.

A Formal Complaint must (i) be in writing and signed by the student; (ii) must identify the problem in sufficient detail to permit the Associate Dean to investigate the matter; and (iii) state *with specificity* the academic rule, regulation, or policy or the ABA Standard that has allegedly been violated. The Formal Complaint must also indicate what action the complainant requests the school to take in response to the Formal Complaint. An alleged violation of a non-academic rule or policy of the School or University should not be brought in a Formal Academic Complaint.

The Formal Academic Complaint should be delivered to the Associate Dean for Academic Affairs with a copy to the Dean. (If the complaint directly concerns the Associate Dean, the student may deliver the Formal Complaint to the Dean only, in which case all references below to the Associate Dean shall refer to the Dean instead). The Associate Dean must provide the student with an initial response to the Formal Complaint within 10 school days. Such response should indicate what initial steps the Associate Dean plans to take to review and act on the Formal Complaint and should state a time within which the Associate Dean will provide a final response. The Associate Dean may consult relevant faculty and staff members, including providing such persons the opportunity to respond, in writing, to matters raised in the Formal Complaint, and may seek additional information from third persons.

The Associate Dean shall then determine whether there has been a violation of an established academic rule, regulation, policy, or principle or of an ABA Standard. In making that determination, the Associate Dean may take into consideration his or her administrative and teaching experience and may discount assertions for which the student has failed to furnish either documentary evidence or corroboration from third persons. If the Associate Dean determines that there has not been a violation, the Associate Dean shall notify the student that he or she is dismissing the complaint and provide a brief explanation for the Associate Dean's determination. If the student so desires, the student may provide additional written comments to the Dean within five school days from the receipt of the Associate Dean's determination. If the student provides additional information, the Associate Dean shall consider that information and inform the student within five school days of the Associate Dean's final determination.

If the Associate Dean determines that the Formal Complaint has merit, he or she shall determine the appropriate steps to address the complaint and shall inform the student of the actions the Associate Dean is taking to address them matter. If such action involves personnel matters or other students, the Associate Dean will not inform the student about specific actions to be taken.

The Associate Dean shall provide a final response to the Formal Complaint within four weeks of the receipt of the original Formal Complaint, unless the Associate Dean describes with specificity why he or she needs additional time to respond.

If the student is unsatisfied with the Associate Dean's final response, the student may request review by the Dean of the School of Law. Such appeal shall be written and signed and must state *with specificity* the academic rule, regulation, or policy or the ABA Standard that has allegedly been violated, and shall specify with particularity the ways in which the final response of the Associate Dean is in error. The Dean shall respond to the appeal in writing within 10 school days. The decision of the Dean is final.

A student who believes that there has been a violation of the ABA Standards and Rules of Procedure for Approval of Law Schools may also file a complaint with the ABA. The complaint process is described at [ABA Complaint Process](http://www.americanbar.org/groups/legal_education/resources/standards.html) . The ABA Standards for the Approval of Law Schools can be accessed on the American Bar Association's webpage: http://www.americanbar.org/groups/legal_education/resources/standards.html.

The Associate Dean shall maintain a record of Formal Academic Complaints and the resolution of such complaints for ten years from the date of resolution of the Complaint.

The School of Law will not in any way retaliate against a student who makes a Formal Complaint, nor permit any faculty member, administrator, employee, or student to do so. The prohibition on retaliation does not, however, protect a student from sanctions for knowingly making false accusations.

Neither an Informal Complaint nor a Formal Complaint constitutes a charge under the Student Conduct Code, but the actions mentioned in the complaint and filing a false report in a complaint may lead to a disciplinary charge.

Reporting Violations of Non-Academic Policies A student who believes that a faculty or staff member has violated a School or University policy may initiate an Informal Complaint with the Associate Dean for Academic Affairs. In the event the matter is not relevant to academic matters, the Associate Dean will refer the student to the appropriate authority. Violations of the **Nondiscrimination Policy and Equity Resolution Process** should be reported to the University Title IX Coordinator.

TECHNOLOGY REQUIREMENTS FOR ALL STUDENTS

The Law School uses the Exemplify test-taking software from ExamSoft, which is also used for the Oklahoma bar exam. Exemplify will work on most modern computers running standard versions of Windows 10 and Windows 11 or the latest versions of macOS. **Chromebooks and iPads are not supported for use with Exemplify.** Specific requirements are as follows:

PC Users:

- Operating System: 64-bit genuine, U.S.-English versions of Windows 10 or Windows 11. Exemplify cannot run within virtualized environments.
Alternate versions of Windows 10 and Windows 11, such as Windows RT and Windows 10 and 11 S, are NOT supported at this time.
- CPU Processor: Non-ARM based processor that is supported by your operating system.
- RAM: 4GB or higher

Mac Users:

- Supported Operating Systems: macOS Monterey, Ventura, or Sonoma. Only genuine versions of Mac Operating Systems are supported. **Exemplify cannot run within virtualized environments.**
- CPU: Intel or M series processor
- RAM: 4GB or higher

BUILDING ADMITTANCE POLICY

Oklahoma City University School of Law is a privately owned and operated institution dedicated to the pursuit of legal education. Because it is a private institution, people not affiliated with the University have no right to enter or use the Law School, including the Law Library, unless the University grants that privilege or license. Those granted permission to be on the campus must have some official purpose consistent with the overall mission of the institution.

Access to the building is limited to the following individuals:

- Currently enrolled OCU students and OCU faculty & staff, and their guests
- OCU Law Graduates studying for the bar exam
- OCU Law Graduates
- Members of the Oklahoma Bar Association (or their designee) conducting legal research during the library's public hours
- Members of the public conducting legal research during the library's public hours

Access to the law library & depository collection is not available during law school final exams and the reading period prior to final exams. If access to the library depository collection is needed during these periods, accommodations can be made by calling the Law Library – see law library website for access policy.

Study rooms are reserved for the use of currently enrolled OCU law students, OCU Law Graduates preparing for the bar exam, and OCU Law Faculty. Additional rules may apply to study rooms — see the law library website.

OKLAHOMA CITY UNIVERSITY SCHOOL OF LAW

STUDENT CONDUCT CODE

Approved by the Faculty, April 14, 2023

Preamble

The Student Conduct Code (“Code”) is essentially an organized delegation of authority from the President of the University and the Dean of the School of Law. As such it is binding on all students, faculty, and staff. Law students will be subject to the procedures of this Code, not to procedures under the University's Student Code of Conduct, in any controversy governed by this Code.

A student code of conduct is seldom necessary in a law school. Legal education and a person's general moral development are normally sufficient protection for the ethical values embraced in such codes. But a law school also needs a professional atmosphere where a student's ethical responsibilities are reasonably clear and the procedures for the protection of the profession and the individual are fair.

Each student is expected to read and comply with the Code. It is an effort to achieve the professionalism necessary for the School of Law. Each of us bears individual responsibility for its success.

STUDENT CONDUCT CODE INDEX TO ARTICLES

Article 1.	Obligation of the law student
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Article 1. Obligation of the Law Student

- 1.01** A law student is required to assist in maintaining the integrity and purpose of the law school and to conduct himself or herself in a manner consistent with the ethics of the legal profession and the academic community.

Article 2. Violations of the Obligation

- 2.1** The following misconduct on the part of a law student is a violation of his or her obligations under the Code and shall be a cause for disciplinary action against the law student:

- a. Violating any rule, regulation, or order of the law school duly promulgated by the Faculty, Dean, Associate Deans, or Assistant Deans of the School of Law.
- b. Violating any duly promulgated rule, regulation, or order of the University.
- c. Disrupting the normal and orderly administration or operation of the School of Law or other University activity or function.
- d. Failing to comply with instructions of a faculty member while in class.
- e. Giving or securing any information about an examination except as authorized by the examining professor.
- f. Consulting or copying from books, papers or notes of any kind during an examination except as authorized by the examining professor.
- g. Consulting electronic materials or using an electronic device during an examination except as authorized by the examining professor, or consulting electronic sources (including artificial intelligence sources) during an examination.
- h. Beginning to write during an examination before being instructed to do so.
- i. Failing to stop writing an examination when, to the student's knowledge, the time allotted for writing the examination has elapsed, or failing to stop writing when instructed to do so by an exam proctor.
- j. Failing to comply with the instructions of an exam proctor, whether correct or incorrect, during an exam.
- k. Hiding, mutilating, or destroying any materials of the library or removing any materials from the library except as authorized.
- l. Submitting plagiarized work in an academic pursuit. This conduct consists of the appropriation of the literary composition or other creative work of another (including an artificial intelligence source), or passages or ideas thereof, and passing them off as the product of one's own mind.
- m. Forging or altering University documents or instruments.
- n. Failing to be truthful in statements to University or School of Law faculty or staff concerning University or School of Law matters.
- o. Manipulating School of Law attendance records by forging roll sheet entries or otherwise.

- p. Copying or sharing the work or answers of another in connection with an exam, quiz, or project.
- q. Failing, after witnessing another law student's violation of the provisions of this Code, to seasonably report the violation to the Associate Dean for Academic Affairs for the School of Law.
- r. Filing a false report against another student or a member of the law school faculty or staff alleging a violation of this Code, the University Student Code of Conduct, or a School or University policy.
- s. Consistently failing to act with reasonable civility to School of Law or University officials.
- t. Committing a criminal or fraudulent act that reflects adversely on the law student's honesty, trustworthiness, or moral and ethical fitness to be a lawyer or a law student.
- u. Committing any criminal or fraudulent act against a member of the School of Law or University community.
- v. Refusing to testify at any proceeding under the Code, other than one in which he or she is the accused, as to the facts within his or her knowledge, provided that no person shall be compelled to bear witness against himself or herself.
- w. Acting contrary to accepted principles of honesty in any academic pursuit.

2.2 No statement can exhaust the possible application of a law student's obligation to conduct himself or herself in a manner consistent with this Code. Therefore, the enumeration of misconduct in Section 2.1 is by way of illustration and not limitation. Any conduct in violation of a law student's obligations under this Code shall constitute cause for disciplinary action.

2.3 Conduct of law students living in university-controlled housing shall be subject to the standards, lease provisions, and remedial procedures promulgated by the university's Dean of Students. Disciplinary action provided by this Code shall be invoked as to a law student's conduct in university-controlled housing only insofar as such conduct constitutes misconduct under Section 2.1 and 2.2.

Article 3. Disciplinary Proceedings

3.1 Any person may file a written report (the "Report") concerning any student in the School of Law for conduct prohibited by the Code. The Report shall be filed with the Associate Dean for Academic Affairs of the School of Law. If the Associate Dean for Academic Affairs has personally witnessed the conduct in question, the Associate Dean for Academic Affairs may personally file a written report and proceed to notification of the Prosecutor and Dean as described in Section 3.3.

3.2 Upon receipt of a Report, the Associate Dean for Academic Affairs shall submit the Report to the Prosecutor as provided in Section 3.3, unless the Report describes conduct that could not be a violation of this Code even if all the allegations in the

Report were true. In that event, the Associate Dean for Academic Affairs and the Assistant Dean for Student Services shall contact the reporting party and, if appropriate, the party about whom the report was made, and take such action as the deans believe is appropriate.

- 3.3** Unless Section 3.2 applies, the Associate Dean for Academic Affairs shall, within ten (10) calendar days of receiving the Report, forward a copy of the Report to (A) the Prosecutor, as described in Section 8.3, and (B) the Dean of the School of Law.
- 3.4** In addition, within ten (10) calendar days of receiving the Report, the Associate Dean for Academic Affairs shall notify the accused student that a written report has been received and has been forwarded to the Prosecutor and the Dean. The notice to the student shall describe the general nature of the conduct or incident involved; however, a copy of the Report shall not be sent to the accused student.
- 3.5** If, after receiving the Report, the Dean determines that extraordinary circumstances exist, the Dean may suspend the student pending consideration of the case. By way of illustration and not limitation, examples of extraordinary circumstances include situations where the continued presence of the student constitutes a physical danger to the School of Law or university community or where a law student creates disruption in the educational process of the School of Law. Nothing in this paragraph prevents the Dean or appropriate University officials from suspending a student under the Dean's or appropriate University officials' inherent authority.
- 3.6** Upon the receipt of the Report from the Associate Dean for Academic Affairs, the Prosecutor has thirty (30) calendar days to make such investigation of the matter as he or she deems necessary, unless additional time is secured from the Disciplinary Tribunal, and either dismiss the Report or initiate a formal disciplinary complaint.
- 3.7** The Prosecutor shall advise any student interviewed in connection with any investigation that (A) the student may remain silent; (B) the student may terminate the interview at any time; (C) the student may postpone the interview until he or she has had a reasonable time to consult counsel; (D) anything the student says may be used as evidence against him or her; and (E) the investigation is a confidential matter and should not be discussed. The Prosecutor shall give all students interviewed in connection with any investigation a copy of this Code.
- 3.8** All investigations and disciplinary proceedings conducted pursuant to the provisions of this Code shall be conducted as confidentially as possible, except as otherwise specified in 5.4 and 9.5. If reasonably practicable, the identity of the person filing the Report shall be kept confidential from the accused student, until such time as it may become necessary to reveal it under the circumstances of the case.

- 3.9** Upon completing the investigation, if the Prosecutor concludes there is not sufficient evidence to support the allegation of misconduct, the Prosecutor shall cause the matter to be dismissed by giving written notice to the accused student, the Associate Dean for Academic Affairs, and the Dean.
- 3.10** Upon completing the investigation, if the Prosecutor concludes that there is sufficient evidence to support the allegation of misconduct, the Prosecutor shall draft a Complaint, which will initiate formal disciplinary proceedings. The Complaint shall state in plain language with reasonable particularity the date(s), place(s), and act(s) complained of and shall identify, pursuant to Article 2, the section(s) of this Code allegedly violated.

Article 4. Procedural Requirements in the Event Formal Disciplinary Proceedings are Initiated

- 4.1** If the Prosecutor initiates formal disciplinary proceedings in accordance with Section 3.10, the Prosecutor shall deliver by e-mail a copy of the Complaint, a notice of the institution of proceedings, and a copy of this Code to the accused student. The notice shall also identify the members of the Disciplinary Tribunal. If one or more members of the Tribunal are not known at the time, the accused will be notified as soon as the members are identified. Copies of the Complaint shall also be delivered to the Chairperson of the Disciplinary Tribunal, the Dean, and the Associate Dean for Academic Affairs.
- 4.2** If the student wishes to deny the Complaint, then within ten (10) calendar days after the delivery of the Complaint to the student as provided in Section 4.1 above, the student shall respond with a written Answer to the Complaint by e-mail to the Chairperson of the Disciplinary Tribunal, the Prosecutor, the Associate Dean for Academic Affairs, and the Dean.
- 4.3** If the accused answers the Complaint, then within ten (10) calendar days after the receipt of the accused student's Answer, the Chairperson of the Disciplinary Tribunal shall set a time for the hearing, which shall be fixed not more than 45 calendar days following the delivery of the Complaint to the accused, unless an extension is granted by the Chairperson.
- 4.4** If the accused student fails to respond to the Complaint within ten (10) calendar days, the Chairperson of the Disciplinary Tribunal shall set a time for the hearing, which shall be fixed not more than thirty (30) calendar days after the delivery of the Complaint to the accused, unless an extension is granted by the Chairperson. The proceedings will continue as if the student had admitted the charges. The student or his or her representative shall have the right to appear at any hearing duly convened by the Chairperson of the Disciplinary Tribunal under this Section but may not present evidence denying the factual allegations in the Complaint.

- 4.5** In the event that the accused student informs the Prosecutor in writing that he or she wishes to admit the charges set forth in the Complaint and waives any applicable rules of the Code concerning the setting of hearings, the Prosecutor shall notify the Chairperson of the Disciplinary Tribunal. The Chairperson of the Disciplinary Tribunal shall, after consultation with the student and the Prosecutor, convene the Disciplinary Tribunal for the purpose of accepting the student's admission of the charges and determining appropriate discipline pursuant to Article 5 of the Code. The accused may present evidence in mitigation at the hearing.
- 4.6** The Prosecutor may, in appropriate circumstances, enter into plea negotiations with the accused student. If a plea negotiation agreement is reached between the Prosecutor and the accused student, a description of the plea agreement shall be delivered to the Chairperson of the Disciplinary Tribunal, which shall meet as provided in Section 4.5. If the plea agreement is approved by the Disciplinary Tribunal, the Tribunal shall effectuate the terms of the plea agreement in a final judgment and proceed as described in Sections 5.10 and 5.11, as appropriate.
- 4.7** If the Disciplinary Tribunal rejects the student's admission of responsibility in a proceeding under Section 4.5 or the plea agreement under Section 4.6, the Chairperson of the Tribunal shall adjourn the hearing, notify the Prosecutor and the accused, and arrange for a new hearing to occur within ten (10) calendar days.
- 4.8** Notice of every scheduled hearing shall be sent by email to the accused, the Associate Dean for Academic Affairs, and the Dean.
- 4.9** If the student or his or her representative fails to appear at a hearing duly convened by the Chairperson of the Disciplinary Tribunal pursuant to the procedures set forth in this Code, the Disciplinary Tribunal shall thereupon proceed to enter its judgment of the accused and assess punishment if appropriate, all as if the accused were present.
- 4.10** The withdrawal of an accused student from law school subsequent to the date that the Complaint is delivered to the student shall not terminate the jurisdiction of the Disciplinary Tribunal in the case, and the Tribunal is expressly authorized to conduct all further disciplinary proceedings specified in this Code.
- 4.11** After the initiation of formal disciplinary proceedings and prior to any hearing specified herein, the Chairperson of the Disciplinary Tribunal shall assure that the Prosecutor reasonably provides to the accused student all information on the guilt or innocence of the accused within the possession or knowledge of the Prosecutor. The Chairperson shall facilitate responses to requests for information from the accused.

- 4.12** At any stage of the formal disciplinary proceedings, the Prosecutor retains the right to dismiss the complaint for lack of evidence, subject to the consent of the Chairperson of the Disciplinary Tribunal.

Article 5. Conduct of Hearings

- 5.1** The Chairperson of the Disciplinary Tribunal shall preside at the hearings and shall state at the commencement thereof (A) the scope of the hearings, the charge, the identity of the accused, and the jurisdiction of the Tribunal, (B) the procedure to be followed, (C) the possible penalties to be imposed should a violation of the Code be proven, and (D) the rights of the accused student following trial.
- 5.2** The accused student has the right not to testify at the hearing before the Disciplinary Tribunal.
- 5.3** All hearings shall be conducted in such a manner as to do substantial justice and shall not be unduly restricted by the rules of procedure or evidence. The Prosecutor must persuade the Disciplinary Tribunal by a preponderance of the evidence.
- 5.4** All hearings shall be private unless the student, by written request delivered to the Chairperson five (5) calendar days before the hearing, requests that the hearing be public.
- 5.5** The accused student may be represented by a person of his or her choice. If the accused student desires representation, it is the sole responsibility of the student to obtain the same. This Code in no manner creates an obligation on the Disciplinary Tribunal, the Dean, or the law school to provide appointed representation for the accused or to provide compensation to the accused's representative. If the accused is represented by counsel, the Chairperson of the Disciplinary Tribunal shall notify the university's General Counsel of the identity of the accused's counsel, as a matter of courtesy only. The university's counsel shall not have any role in the proceedings under this Code.
- 5.6** All law school faculty, students, and employees shall appear as witnesses and shall produce physical or documentary evidence in their possession, or under their control, before the Disciplinary Tribunal, upon written request signed by the Chairperson and delivered to the prospective witness or his or her department head at least five (5) calendar days before the hearing. The Chairperson shall issue such requests upon the written petition of the Associate Dean for Academic Affairs, the Prosecutor, or the accused. The Chairperson may refuse to issue a request if he or she determines the evidence sought is confidential or privileged under the University or School of Law rules or regulations. The Chairperson may amend, modify, or rescind a request, if, after it is issued, he or she determines that the

evidence sought is confidential or privileged under University or School of Law rules or regulations.

- 5.7** At any time before or during the proceeding, the Prosecutor, the accused, or any member of the Disciplinary Tribunal may request that witnesses not be present in the hearing room while another witness is testifying.
- 5.8** The Chairperson of the Disciplinary Tribunal, the appointed faculty member, and a student member appointed as provided in Section 8.1, must be present at any hearing, and any conviction shall require at least a two-thirds vote of the members of the Tribunal.
- 5.9** With the permission of the Chairperson of the Disciplinary Tribunal, the Prosecutor, and the accused, some or all members of the Tribunal, the Prosecutor, the accused, and the witnesses may appear by means of videoconference.
- 5.10** Upon admission of the charge by the accused (either during the proceeding or as provided in Section 4.5) or upon conviction thereon, the Disciplinary Tribunal shall determine the appropriate disciplinary sanctions pursuant to Article 6. A brief written opinion stating the Tribunal's decision, the basis for its decision, and the judgment shall be prepared and delivered to the accused, the Prosecutor, the Associate Dean for Academic Affairs, the Dean, and the University's general counsel.
- 5.11** In the event that the Disciplinary Tribunal hearing results in dismissal of all charges, the Chair of the Disciplinary Tribunal shall indicate the dismissal in a memorandum to the office of the Dean and to the accused student's file.
- 5.12** All Disciplinary Tribunal hearings shall be recorded. After the Disciplinary Tribunal has rendered a decision in a case, its opinion and all records and other documents pertaining to that case shall be delivered to the Office of the Associate Dean for Academic Affairs.
- 5.13** In the event that the hearing results in a conviction, the Chairperson, in addition to announcing the decision of the Tribunal and the disciplinary sanctions imposed, shall also advise the convicted student of the right of review pursuant to Article 7 of this Code.
- 5.14** The Disciplinary Tribunal may adopt any further rules or make any further regulations necessary for a fair and impartial hearing that are not inconsistent with the provisions of this Code.

Article 6. Discipline

6.1 An act of misconduct may result in the imposition of any one or a combination of the following disciplinary measures:

- a. Written reprimand.
- b. Probation.
- c. Suspension.
- d. Withdrawal of the University or law school privilege relating to the misconduct, including but not limited to termination of membership in a student organization.
- e. A monetary assessment for any damages to property.
- f. Dismissal.
- g. Granting the student an “F” or other appropriate grade in the course in question.

Every imposition of discipline shall include a statement from the Disciplinary Tribunal to the Dean’s Office about whether, in the view of the Disciplinary Tribunal, the misconduct should prevent the Dean from recommending the accused for admission to the bar. The statement is not binding on the Dean.

6.2 All discipline shall bear a reasonable relationship to the severity of the misconduct, except that an offending student's record of prior misconduct or the absence thereof, may be considered.

6.3 All discipline shall be executed by the Office of the Dean, and shall be recorded in the student's official records.

Article 7. Review by Faculty

7.1 The accused may file a written petition for review by the faculty following a final judgment of conviction and assessment of discipline by the Disciplinary Tribunal. Written notice of intent to file a petition for review must be filed with the Chairperson of the Disciplinary Tribunal within five (5) calendar days from the date of written judgment. Such notice shall stay execution of the judgment until the review is denied, abandoned, or decided on the merits. The date of judgment is defined as the date of the written opinion of the Disciplinary Tribunal as described in Section 5.10.

7.2 The petition for review must be filed with the Associate Dean for Academic Affairs within ten (10) calendar days of the date of written judgment. The petition shall enumerate with particularity the grounds for review, which shall be limited to a showing by petitioner of substantial error, bias, or a miscarriage of justice occurring at the Disciplinary Tribunal.

- 7.3** If the petition is filed during the time period commencing with the first day of class for the fall semester and ending with the last day of class for the spring semester, the petition shall be reviewed by the full faculty, as described below. If the petition is filed at any other time, the petition shall be reviewed by a Faculty Appeals Panel constituted as provided in Section 8.2. Once the Faculty Appeals Panel has been convened and has begun considering the petition, the Faculty Appeals Panel shall decide whether the petition for review shall be granted and shall review the decision of the Tribunal even if the fall semester begins in the interim.
- 7.4** Within ten (10) calendar days of receipt of the petition for review, the Chairperson of the Disciplinary Tribunal shall circulate the Complaint, the Answer (if any), any Orders and Opinions issued by the Disciplinary Tribunal, and the student's petition by email and without comment to the full-time faculty eligible to vote on general matters, or to the Faculty Appeals Panel, and solicit votes on the petition for review.
- 7.5** Review shall be granted (A) in the case of review by the full faculty, upon the favorable vote of 45 percent of the faculty voting on the petition, or (B) in the case of review by the Faculty Appeals Panel, upon the vote of 75% of the Faculty Appeals Panel. If review is not granted, the decision of the Disciplinary Tribunal is final. If review is granted, the senior faculty member present shall transmit in writing the decision of the faculty or of the Faculty Appeals Panel granting review to the Prosecutor, the Chairperson of the Disciplinary Tribunal and the Associate Dean for Academic Affairs.
- 7.6** If review is granted by the faculty or the Faculty Appeals Panel, the Prosecutor shall have ten (10) calendar days from the date of the notification provided in Section 7.5 to file a written answer with the Dean, who shall forward it to the faculty or the Faculty Appeals Panel, as the case may be.
- 7.7** If review is granted, the Dean shall set a hearing date for the faculty or the Faculty Appeals Panel to review the case. The hearing shall be set within a reasonable time after the Prosecutor's answer to the petition has been filed. In the absence of the Dean, the hearing shall be chaired by the most senior faculty member present.
- 7.8** The review hearing shall not be a trial *de novo*. The faculty or Faculty Appeals Panel shall consider documents provided pursuant to Section 7.4, the Prosecutor's answer to the petition, and the record of the hearing together with all physical or documentary evidence presented at the hearing, and shall determine whether there was substantial error, bias, or a miscarriage of justice in the proceedings.
- 7.9** Upon a finding of substantial error, bias, or a miscarriage of justice, the faculty or Faculty Appeals Panel may (A) affirm the findings but reduce the punishment, (B) reverse and remand the judgment for reconsideration by the Disciplinary Tribunal, or (C) reverse the judgment and dismiss the complaint with prejudice to further

prosecution. In all other cases, the faculty or Faculty Appeals Panel shall affirm the findings and discipline imposed.

- 7.10** Participating members of the Disciplinary Tribunal, the Prosecutor, the Associate Dean, complaining faculty members, and witnesses may not participate or vote in the hearing, nor may they vote on whether review shall be granted. A decision under these proceedings requires (A) in the event of review by the faculty, a majority vote of those faculty members in attendance at the hearing who are eligible to participate, and (B) in the event of review by the Faculty Appeals Panel, a 75% vote of the members of the Panel. If the hearing is by the faculty, all voting faculty members, other than those specified in this section, shall be entitled to attend the hearing and vote.
- 7.11** A brief written statement of the decision of the faculty or Faculty Appeals Panel shall be furnished by the person who chaired the hearing to the accused, the Chairperson of the Disciplinary Tribunal, the Prosecutor, the Associate Dean, and the Dean, within three (3) calendar days of the date of the hearing. Upon receipt of the decision of the faculty, the Chairperson of the Tribunal shall enter an appropriate order concluding the proceeding and place the order in the accused's file. The Dean shall then execute discipline, if any, according to Section 6.3.
- 7.12** Failure by the accused student to comply with the review procedures set forth herein shall constitute waiver of the review right.
- 7.13** After final review by the faculty or the Faculty Appeals Panel of the School of Law, a student who has been disciplined under the provisions of this Code has a right to appeal to the President of the University for a review of the discipline imposed. The procedure shall be as established by the President.

Article 8. Appointments

- 8.1** The Disciplinary Tribunal shall consist of three persons who shall serve for terms of one year, commencing September 1 and ending August 31 of the succeeding year or until their successors are appointed. The appointment of the members of the Disciplinary Tribunal shall be as follows:

One member of the Student Bar Association and one alternate, to be selected by the Student Bar Association as provided in its constitution and bylaws; two members of the Faculty to be selected, and one of them appointed Chairperson, by the Dean.

In the event that a Tribunal member is disqualified from hearing a case because of involvement, intent, bias, prejudice, or any other reason, or is otherwise unable to serve, a temporary appointment shall be made by the Dean.

- 8.2** The Faculty Appeals Panel shall consist of four full-time faculty members appointed by the Dean who shall serve for one term appointments, with the term commencing the last day of classes for the spring semester and ending the first day of classes for the fall semester or until the conclusion of any pending business. In the event that a Panel member is disqualified from hearing a petition for review because of involvement in the case, intent, bias, prejudice, or any other reason, a temporary appointment shall be made by the Dean.
- 8.3** The Prosecutor shall be a full-time faculty member appointed by the Dean. The identity of the Prosecutor shall not be announced to the student body. The Prosecutor shall serve for a term of one calendar year commencing with the first day of class in the fall semester and terminating on the first day of class in the subsequent fall semester. In the event that the Prosecutor may be a complaining or material witness concerning a charge of student misconduct, or for any other reason cannot perform his or her function under the Code, the Dean shall appoint a full-time faculty member to serve until such time as the Prosecutor is able to fulfill his or her duties.

Article 9. Notice, Tolling, and Service

- 9.1** Any duly promulgated rule, regulation, or order of the law school posted on the website of the School of Law shall serve as constructive notice to the student body within 48 hours of its posting.
- 9.2** In all cases where the Code charges a person with the responsibility for the delivery of complaints, notices, statements, judgments, or any other documents whatsoever, delivery shall be by e-mail to the recipient's OKCU e-mail address, if any. If the recipient does not have an OKCU email address, or if the recipient is a student who has withdrawn from the School of Law, delivery shall be by certified letter to the most recent address of the recipient as listed in the School of Law's files. Upon completion of these measures, it shall conclusively be presumed that the service required by the Code has occurred. Service will be considered complete five (5) calendar days after the e-mail is sent or the certified letter is posted as set forth above.
- 9.3** All time periods in this Code commence to run exclusive of the day of service, notice, or judgment.
- 9.4** All time periods in this Code shall be tolled during examination periods, school holidays, and vacations between academic terms of the law school. The summer session is considered an academic term.
- 9.5** Upon the completion of formal disciplinary proceedings, the Office of the Dean shall make available a brief statement describing (A) the misconduct charged, (B) whether the matter was dismissed, or the accused student was found innocent of the

misconduct, admitted the misconduct, or was found to have committed the offense charged, and (C) the disciplinary measures taken if any. This statement shall appear on the school electronic monitors for five (5) calendar days and shall be posted on the registrar's D2L page. The name of the accused student will be omitted from the statement unless the student exercises his or her option to have a public hearing thereon pursuant to Section 5.4. In the event the accused student requests a public hearing, his or her name will be included in the statement.

Article 10. Reserved Powers

- 10.1** Nothing in this Code shall be construed to limit the authority of a faculty member or a law school organization to deal with misconduct arising in the faculty member's class or within the organization. Such action shall not be the basis for a plea of double jeopardy by the student involved.

Article 11. Effective Date

- 11.1** This Student Conduct Code shall become effective on the first day of the Fall term of 2023 and shall supersede the 2019 Student Conduct Code.

CERTIFICATE PROGRAMS

Oklahoma City University School of Law offers a number of certificate programs for students pursuing the JD or LLM degree. In order to qualify for a certificate, a student must submit an “Intent to Pursue a Certificate” form to the Registrar prior to the student’s final semester of law school. The requirements for the certificates are given below.

CERTIFICATE IN AMERICAN INDIAN LAW

A student shall receive a Certificate in American Indian Law upon completion of all requirements for the *Juris Doctor* degree, submission of an Intent to Pursue a Certificate form, and completion, with a cumulative B average, of the following coursework:

1. American Indian Law
2. Tribal Law
3. At least two of the following:
 - a. Family Law
 - b. Environmental Law (offered occasionally)
 - c. Oil and Gas Law
 - d. Indian Gaming Law (offered occasionally)
 - e. Administrative Law
 - f. Nonprofit organizations
 - g. Public Health Law (either as a seminar or as a course)
 - h. Any other elective course with significant American Indian law content approved by the program director, including elective courses previously listed for this certificate but no longer offered.
4. Satisfaction of the student’s upper-class writing requirement through one of the following seminar courses or competition:
 - a. Law and Anthropology
 - b. Native American Economic Development
 - c. NALSA Moot Court Competition
 - d. Seminar approved by the program director
5. Either one of the following clinical or externship courses:
 - a. American Indian Wills Clinic
 - b. Native American Externship

Professor Steven Foster is the program director for this certificate.

CERTIFICATE IN BUSINESS LAW

A student shall receive a Certificate in Business Law upon completion of all requirements for the *Juris Doctor* degree, submission of an Intent to Pursue a Certificate form, and completion of the following requirements:

1. Completion of the following:
 - a. All of the following courses with a cumulative B- average:
 - i. Agency & Unincorporated Business Associations
 - ii. Corporations
 - iii. Law of Sales
 - b. Three of the following courses, with a cumulative B- average:
 - i. Antitrust
 - ii. Introduction to Bankruptcy
 - iii. Corporate Finance & Regulation
 - iv. Financing the Start-Up
 - v. Income Tax
 - vi. International Business Transactions
 - vii. Mergers & Acquisitions
 - viii. Securities Regulation
 - ix. Taxation of Business Entities
 - x. Any other elective course with significant business law content approved by the program director.

Note: While some of these courses are required for all students, the certificate requires that those courses be included in the certificate's requirement of a B-average.

2. Satisfaction of the upper-class writing requirement by means of a significant writing project (either a seminar paper, directed research paper, or law review note, but not a supervised paper) on a topic in business law, as approved by the program director.
3. Satisfaction of the clinic or externship requirement with the Corporate Counsel Externship, the Collaborative entrepreneurship clinic, or the Judicial Externship with a Bankruptcy Court placement. This requirement may be satisfied by another externship with the permission of the program director.

Program Director is Associate Dean Paula Dalley.

CERTIFICATE IN CRIMINAL LAW

This certificate program is designed to equip students with the foundational knowledge and the analytical and practical skills necessary to effectively launch their legal careers in the field of criminal law (as a prosecutor, public defender, defense attorney in private practice, appellate lawyer for criminal cases, law clerk, etc.). The certificate incorporates three core components: 1) understanding the key substantive, constitutional, and evidentiary doctrines in the criminal realm; 2) practical skills development through both a simulation/skills course and a separate experiential course working on actual criminal cases (via a clinic, externship, or internship); and 3) focused research and writing practice via writing a substantial scholarly work on a criminal law topic. These three focus areas are intended to produce students with the core knowledge, skills, and exposure to actual criminal law practice that are required to help them thoughtfully choose a career in this realm and begin it with the necessary tools and background.

A student shall receive a Certificate in Criminal Law upon completion of all requirements for the Juris Doctor degree, submission of an Intent to Pursue a Certificate form, and completion of the following requirements:

I. Course Requirements

A. Required Courses: Completion, with a B- average, of the following 3 courses:

1. Criminal Law (3 credits)
2. Evidence (3 credits)
3. Criminal Procedure (3 credits)

B. Optional Courses: Completion, with a B- average, of at least 2 additional courses (for a total of at least 5 additional credits) of the following courses:

1. American Criminal Law and Restorative Justice (1 credit)
2. Capital Punishment (3 credits) or Issues in Capital Punishment Seminar (2 credits)
3. Domestic Violence and the Law (2 credits)
4. Prosecuting Terrorism (2 credits)
5. Wrongful Convictions (3 credits)
6. Any other elective course with significant criminal law content approved by the program director

II. Skills Development & Experiential Learning Requirements

A. Completion of at least one of the following courses:

1. Forensic Evidence in the Courtroom (3 credits)
2. Pre-Trial Litigation (Criminal Focus) (3 credits)
3. Trial Practice (4 credits)

4. Any other simulation/skills development course approved by the program director
- B. Completion of at least one of the following:

1. Innocence Clinic
2. Judicial Externship (Oklahoma Court of Criminal Appeals or other court with substantial criminal law component)
3. Litigation Practice Externship (in criminal law field)
4. Pro bono work in criminal law field (70 hours minimum), as approved by program director
5. Paid employment in criminal law field (100 hours minimum), as approved by program director
6. Other substantial, practical, experiential work on actual criminal law cases, as approved by program director

III. Scholarly Research and Writing Requirement

Completion, to the satisfaction of a full-time law faculty sponsor, of a scholarly work of writing, based upon substantial research and of publishable quality, that is focused upon a topic in the field of criminal law and approved by the program director. This requirement may be met via a seminar, law review note, directed research, supervised paper, or moot court brief (if approved by program director). This writing may also be used to satisfy the OCU Law Upper-Class Writing Requirement.

The program director for this Criminal Law Certificate is Professor Maria Kolar.

CERTIFICATE IN DISPUTE RESOLUTION

A student shall receive a Certification in Dispute Resolution upon completion of all requirements for the Juris Doctor degree, submission of an Intent to Pursue a Certificate form, and completion of the following courses with a cumulative B- average:

1. Arbitration Advocacy;
2. Mediation Advocacy;
3. Either (a) Interviewing, Counseling, and Negotiation Advocacy or (b) ADR in Family Law)
4. Pretrial Litigation; and
5. Either (a) Trial Practice or (b) Forensic Evidence in the Courtroom

With the permission of the program director, a student may substitute a course with significant dispute resolution content (as determined by the program director) for Mediation Advocacy.

The program director for this certificate is Professor Tia Ebarb Matt.

CERTIFICATE IN ESTATE PLANNING

This certificate program is designed to equip students with the legal knowledge and practice skills to be effective as beginning practitioners in the area of wills, trusts, and estates. The required courses provide a basis in the relevant legal doctrine. The advanced courses allow the student to focus on one area in depth. The experiential learning component gives the student practical experience in dealing with clients, drafting, and addressing estate planning issues.

A student shall receive a Certificate in Estate Planning upon completion of all requirements for the *Juris Doctor* degree, submission of an Intent to Pursue a Certificate form, and completion, with a cumulative B average, of the following coursework:

1. All four of the following courses:
 - a. Estate and Gift Tax Law
 - b. Estate Planning
 - c. Income Tax Law
 - d. Wills, Trusts, and Estates
2. At least one of the following advanced courses:
 - a. Advanced Trust Law
 - b. Agency and Unincorporated Business Associations
 - c. Introduction to Bankruptcy
 - d. Administrative Law
 - e. American Indian Law
 - f. Oil and Gas Law
 - g. Any other elective course, or seminar, with significant wills, trusts, and estates law content approved by one of the program directors, including elective courses previously listed for this certificate but no longer offered.
3. Any **two** of the following clinical or externship courses:
 - a. American Indian Wills Clinic
 - b. Advanced American Indian Wills Clinic
 - c. Government Practice Externship with a placement at any of the following:
 - i. Oklahoma Health Care Authority
 - ii. Oklahoma State Department of Health
 - iii. Oklahoma Insurance Department
 - d. Judicial Externship with a placement at the U.S. Bankruptcy Court
 - e. Litigation Practice Externship with a placement at either of the following:
 - iv. Legal Aid Services of Oklahoma
 - v. Senior Law Resource Center
 - f. Externship with a placement at the Oklahoma City Community Foundation
 - g. Externship approved by the program director

The Program Director for this certificate is Professor Christin V. Mugg.

CERTIFICATE IN HOMELAND SECURITY LAW

A student shall receive a Certificate in Homeland Security Law upon completion of all requirements for the *Juris Doctor* degree, submission of an Intent to Pursue a Certificate form, and completion of the following requirements:

1. Completion, with a cumulative B- average, of six of the following courses, composed of:
 - a. Homeland Security Law
 - b. At least two of the following courses:
 - i. National Security Law
 - ii. Criminal Procedure
 - iii. Administrative Law
 - c. And any of the following elective courses:
 - i. Aviation Law (usually offered during the summer)
 - ii. Cybersecurity Law
 - iii. Federal Criminal Law
 - iv. Firearms Law and the Second Amendment (offered occasionally)
 - v. Information Privacy Law (offered occasionally)
 - vi. State and Local Government (offered every other year)
 - vii. Legislation
 - viii. Military and Veterans Law (offered every other year)
 - ix. Policing and the Law (offered every other year)
 - x. Any course listed under (b) above that is not used to satisfy requirement (b).
 - xi. Any other elective course with significant homeland security law content approved by the program director, including elective courses previously listed for this certificate but no longer offered.
2. Completion, to the satisfaction of a full-time law faculty sponsor, of a publishable paper (seminar, directed research, or law review note, but not a supervised paper) on a Homeland Security Law topic approved by the program director (the paper may also be used to satisfy the upper-class writing requirement).
3. Completion of one of the following:
 - a. Externship at a Homeland Security-related placement site approved by the program director.
 - b. Pro bono work consisting of a minimum of 50 hours during one semester at a Homeland Security-related placement site approved by the program director.
 - c. Paid employment consisting of a minimum of 100 hours during one semester at a Homeland Security-related placement site approved by the program director.
 - d. A second paper (seminar, directed research, law review note, or a supervised paper) to the satisfaction of a full-time law faculty sponsor, on a Homeland Security Law topic approved by the program director.

The program director for this certificate is Professor Marc Blitz.

CERTIFICATE IN IP, SPORTS & ENTERTAINMENT LAW (IPSEL)

This certificate program is designed to equip students with the foundational knowledge and the analytical and practical skills necessary to effectively launch their legal careers in the fields of intellectual property (“IP”), sports, and entertainment law (“IPSEL”) as well as antitrust or competition law and technology law as an IP lawyer, patent prosecutor, patent litigator, trademark examining attorney, trademark or copyright litigator, entertainment lawyer, antitrust lawyer, technology lawyer, sports lawyer, sports agent, talent agent, literary agent, judicial law clerk, in-house counsel, studio executive, administrative patent/trademark judge, etc.). The certificate incorporates three core components: 1) understanding the key substantive doctrines in the realms of IPSEL; 2) practical skills development through both a simulation/skills course and a separate experiential course working on actual cases involving IPSEL (via a clinic, externship, or internship); and 3) focused research and writing practice via writing a substantial scholarly work on a topic involving IPSEL. These three focus areas are intended to produce students with the core knowledge, skills, and exposure to actual practice in IPSEL that are required to help them thoughtfully choose a career in these spaces and begin it with the necessary tools and background.

A student shall receive a Certificate in IPSEL upon completion of all requirements for the Juris Doctor degree, submission of an Intent to Pursue a Certificate form, and completion of the following requirements:

I. Course Requirements

A. Required Courses: Completion, with a B- average, of the following 2 courses:

1. Intellectual Property (3 credits); AND
2. Antitrust (3 credits), Sports Law (3 credits), Entertainment Law (3 credits) OR the Sports & Entertainment Law Seminar (2 credits)

B. Optional Courses: Completion, with a B- average, of at least 2 additional courses (for a total of at least 5 additional credits) of the following courses:

1. Copyright (3 credits)
2. Patent Law (3 credits)
3. Trademark Law (3 credits)
4. Information Privacy Law (3 credits)
5. Cybersecurity Law (2 credits)
6. Law Practice Technology (3 credits)
7. Law and Film (1 credit)
8. The Law of Blockchain (1 credit)
9. Financing the Start-Up (2 credits)
10. First Amendment Law (3 credits)
11. Any other elective course with significant IPSEL law content approved by the program director, including any of Antitrust (3 credits), Sports Law (3 credits), Entertainment

Law (3 credits) or the Sports & Entertainment Law Seminar (2 credits) if at least one course from this list was satisfied above in (I)(A)(2).

II. Skills Development & Experiential Learning Requirements

A. Completion of at least one of the following courses:

1. Arbitration Advocacy (2 credits)
2. Interviewing, Counseling, and Negotiation Advocacy (2 credits)
3. Mediation Advocacy (2 credits)
4. Pre-trial Litigation (Civil Focus) (3 credits)
5. Trial Practice (4 credits)
6. Forensic Evidence in the Courtroom (3 credits)

B. Completion of at least one of the following:

1. The Collaborative: Law Clinic for Business and Innovation
2. Corporate Externship (in an IPSEL law field)
3. Litigation Practice Externship (in an IPSEL law field)
4. Pro bono work in IPSEL law field (70 hours minimum), as approved by program director
5. Paid employment in IPSEL law field (100 hours minimum), as approved by program director
6. Other substantial, practical, experiential work on actual IPSEL law cases, as approved by program director

III. Scholarly Research and Writing Requirement

Completion, to the satisfaction of a full-time law faculty sponsor, of a scholarly work of writing, based upon substantial research and of publishable quality, that is focused upon a topic in the field of IPSEL law and approved by the program director. This requirement may be met via a seminar, law review note, directed research, supervised paper, or moot court brief (if approved by program director). This writing may also be used to satisfy the OCU Law Upper-Class Writing Requirement.

The program director for this IPSEL Law Certificate is Professor Timothy Hsieh.

CERTIFICATE IN PUBLIC LAW

As the relationship between law and public policy becomes more complex and the role of attorneys in government agencies increases, there is a great need for attorneys with both an excellent grounding in the theory of law and political science and a well-rounded exposure to the doctrines of public law in diverse areas such as Environmental Law, Securities Regulation, and Federal Criminal Law. The Certificate in Public Law enables students, through a well-planned series of courses, extensive writing, and opportunities to do an externship in the field, to acquire excellent training in public law that will make them attractive not only to government employers, but to any employer who deals with public law issues.

A student shall receive a Certificate in Public Law upon completion of all requirements for the *Juris Doctor* degree, submission of an Intent to Pursue a Certificate form, and completion of the following requirements:

1. Completion, with a B- average, of six of the following courses, comprised of:

a. At least two of:

- i. Administrative Law
- ii. Criminal Procedure
- ii. State Constitutional Law (offered occasionally)
- iii. State and Local Government (offered every other year)

b. Any of the following elective courses:

- i. American Criminal Law and Restorative Justice
- ii. American Indian Law
- iii. Environmental Law
- iv. Estate and Gift Taxation
- v. Federal Criminal Law (offered occasionally)
- vi. Federal Jurisdiction (offered occasionally)
- vii. Immigration Law
- viii. Income Taxation
- ix. Securities Regulation (offered occasionally)
- x. Any course listed under (a) above that is not used to satisfy requirement (a).
- xi. Any other elective course with significant public law content approved by the program director, including elective courses previously listed for this certificate but no longer offered.

2. Completion, to the satisfaction of a full-time law faculty sponsor, a publishable paper (seminar, directed research, law review note, or a supervised paper) on a public law topic approved by the program director (the paper may also be used to satisfy the upper-class writing requirement).

3. Completion of one of the following:

- a. A Government Practice Externship **or** a Judicial Externship, to the satisfaction of the Director of Externship Programs; or
- b. A second paper (seminar, directed research, law review note, or a supervised paper) on a public law topic approved by the program director, to the satisfaction of a full-time law faculty sponsor; or
- c. A brief (for a moot court team approved for academic credit) on a public law topic approved by the program director, to the satisfaction of a full-time law faculty sponsor.

The program director for this certificate is Professor Andrew Spiropoulos.

J.D./M.A. PAIRED DEGREES PROGRAM IN LAW AND NONPROFIT ORGANIZATIONS AND LEADERSHIP

The School of Law, in conjunction with Oklahoma City University's Petree College of Arts and Sciences (PCAS), offers a JD/MA paired degrees program designed to provide a meaningful combined experience for students with an interest in law and nonprofit organizations. The program culminates in the award of both the Juris Doctor degree and the Master of Arts degree in Applied Sociology – Nonprofit Leadership. The paired degrees program allows candidates to earn the JD and MA degrees in less time than would be required if each degree were earned outside of the program.

To participate in the program, students must be admitted to both schools. All of the usual entrance requirements apply. There is no required sequence for admission: students may apply and matriculate at either school first.

Students admitted to the School of Law for the following August who would like to be considered for the paired degree program should notify the law school's admissions office. Their law school application file will then be forwarded to the university's Graduate Admissions Office for possible admission to the PCAS' master of arts degree program in applied sociology – nonprofit leadership.

Current law students may apply to the PCAS at any time during the first two years of law school. Full-time law students may not begin their MA coursework before the fourth semester of law school. Part-time law students may not begin their MA coursework before the sixth semester of law school.

A PCAS student must begin law studies in the first August following his or her admission to the JD program and complete the first three semesters of the JD program without interruption.

Students who have been admitted to both the university's JD program and the university's MA program in applied sociology – nonprofit leadership should notify the School of Law's Registrar in order to receive the benefit of the program's reduced number of credit hours for the JD degree. Students may do this by checking the appropriate box on their work statements during an enrollment period.

Participants must complete 84 credit hours in the School of Law and 30 credit hours in the PCAS. This compares with 90 hours required in the School of Law and 36 hours required in the PCAS if the degrees were pursued outside of the program.

Participants who are enrolled as full-time students in the School of Law must complete their first three semesters of law school without interruption. Participants who are enrolled as part-time students in the School of Law must complete their first six semesters of law school without interruption, although it is possible to begin the MA coursework during the sixth semester.

In the School of Law, participants must complete Nonprofit Organizations, Taxation of Charities and Non-Profit Organizations, and the Corporate Counsel Externship³ program (with a placement in a nonprofit setting). Participants are encouraged (but not required) to complete Agency and Unincorporated Business Associations, Contract Drafting, and Client Representation in Negotiation and are also encouraged (but not required) to complete their upper-class writing requirement through a seminar paper dealing with nonprofit organizations. In the PCAS, participants are exempt from taking Nonprofit Law and Professional Project and Capstone.

One Suggested Sequence of Courses for the Paired Degrees Candidate

The following example is for the candidate who was a full-time JD candidate for the first three semesters of law school.

Fourth Semester of Law School with a spring start for the MA degree:

MA: Nonprofit Financial Oversight (first half of semester)
MA: Strategic Planning and Program Development (second half of semester)
JD: Constitutional Law II (3 credit hours)
JD: Six or seven hours of JD electives (including graduation requirements)
Total credit hours: 15 or 16, depending on the JD electives chosen

The Following Summer Term:

MA: Research Data for Nonprofits (first half of summer term)
MA: Marketing for Nonprofits (second half of the summer term)
Total credit hours: 6

Fifth Semester of Law School (fall semester):

MA: Leadership I (first half of the semester)
MA: Leadership II (second half of the semester)
JD: nine or ten hours of JD electives (including graduation requirements)
Total credit hours: 15 or 16, depending on the JD electives chosen

Sixth Semester of Law School (spring semester):

MA: Advocacy for Social Change (second half of the semester)
JD: Corporate Counsel Externship, with a placement in the nonprofit sector
JD: Seminar with a paper satisfying the Upper-Class Writing Requirement on a topic dealing with nonprofit organizations
JD: eight or nine hours of additional JD electives (including graduation requirements)
Total credit hours: 15 or 16, depending on the JD electives chosen

³ If the externship is taken during the Summer, the student may satisfy this requirement with the Litigation Practice Externship with a placement in a not-for-profit setting.

The Following Summer Term:

MA: Nonprofit Program Evaluation (first half of summer term)

Total credit hours: 3

Seventh Semester of Law School (fall semester):

MA: Sociological Foundations of Nonprofits (first half of the semester)

MA: Resource Mobilization and Development (second half of the semester)

JD: remaining coursework for the JD degree (7 to 10 hours, depending on previous JD course loads)

Total credit hours: 13 to 16, depending on previous JD course loads

Note: A candidate pursuing full-time studies may take up to four calendar years to complete the JD degree.

J.D./M.B.A. PAIRED DEGREES PROGRAM

The School of Law, in conjunction with Oklahoma City University's Meinders School of Business (MSB), offers a JD/MBA paired degrees program designed to provide a meaningful combined experience for students with an interest in law and business. The paired degrees program allows candidates to earn the JD and MBA degrees in less time than would be required if each degree was earned outside of the program.

To participate in this program, students must be admitted to both schools. All the usual entrance requirements apply. There is no required sequence for admission: students may apply and matriculate at either school first.

Law students may apply to the MSB at any time prior to the completion of their fifth semester of law school (if the student has taken summer classes, a summer semester counts as one-half of a semester). MSB students may apply to the School of Law at any time prior to completion of 12 credit hours of work in the MSB. An MSB student must begin law studies in the first August following his or her decision to pursue the paired degrees program.

Students who have been admitted to both the university's JD program and the university's MBA program must notify the School of Law's Registrar's Office in order to receive the benefit of the program's reduced number of credit hours for the JD degree. The student may notify the Law Registrar's Office by checking the appropriate box on his or her work statements.

Participants must satisfy all MSB prerequisites (foundation courses) prior to beginning graduate work in the MSB. Completion of those requirements may be by prior academic credit, course work, or waiver by the MSB Dean. Further information on the MSB prerequisites may be found at the MSB web site, located at <http://www.okcu.edu/business/>.

Participants must complete 84 credit hours in the School of Law and 30 credit hours in the MSB (over and above any foundation courses required for the MSB). This compares with 90 hours normally required in the School of Law and 36 hours typically required in the MSB if the degrees are pursued outside of the program. Participants who are enrolled as full-time students in the School of Law must complete their first two semesters of law school without interruption. Participants who are enrolled as part-time students in the School of Law must complete their first four semesters of law school without interruption. In the School of Law, participants must complete all of the regular required courses, as well as Income Tax Law, Agency and Unincorporated Business Associations, and Secured Transactions. In the MSB, participants are exempt from taking Legal Environment and International Transactions and Business Ethics in the MBA generalist track.

For further information on admission to the MSB, call the Office of Admissions at (800) 633-7242 or (405) 208-5050, e-mail admissions@okcu.edu, or visit its web site at <http://www.okcu.edu/business/>.

J.D. AND M.P.A. PAIRED DEGREES PROGRAM IN LAW AND PUBLIC ADMINISTRATION

Oklahoma City University School of Law and the University of Central Oklahoma offer a paired degrees program designed to provide a meaningful combined experience for students intent on a career in law and public administration. The program culminates in the award of both the Juris Doctor degree and the Master of Public Administration degree. The paired degrees program allows candidates to earn the JD and MPA degrees in less time than would be required if the degrees were earned outside of the program.

To participate in the program, students must be admitted to the School of Law, to UCO, to the UCO Jackson College of Graduate Studies, and to the UCO MPA degree program. All of the usual entrance requirements apply. There is no required sequence for admission: students may apply and matriculate at either institution first. Individuals who have already completed one of the degrees at the time of application are not eligible to participate in the program, but are welcome to pursue the other degree outside of the program.

Current law students may apply to UCO at any time during the first two years of law school. Full-time law students may not begin their MPA coursework before the third semester of law school. Part-time law students may not begin their MPA coursework before the fifth semester of law school. Law students must complete the fixed required courses for the JD degree as scheduled.

A UCO MPA student may apply to the School of Law at any time but must begin law studies in the first August following his or her admission to the JD program and complete the first three semesters of the JD program without interruption, if a full-time student, or the first five semesters of the JD program without interruption, if a part-time student. During those periods, the student is free to enroll in summer term coursework at either or both institutions. The full-time student is free to mix JD courses and MPA courses during the third semester of the JD program, as long as the student completes the fixed required courses for the JD degree as scheduled. The part-time student is free to mix JD courses and MPA courses during the fifth semester of the JD program, as long as the student completes the fixed required courses for the JD degree as scheduled. The UCO MPA student is free to take approved JD courses in the School of Law at any time.

Students who have been admitted to both degree programs should notify the School of Law's Registrar, the UCO Jackson College of Graduate Studies, and the UCO MPA program. Students may notify the School of Law's Registrar by checking the appropriate box on their work statements during an enrollment period.

Participants may transfer six credit hours of their JD coursework to UCO for credit toward the MPA degree's required 36 credit hours. Only credit hours from UCO's list of accepted JD courses will transfer for this purpose. Participants who complete UCO's MPA degree need to complete only 84 credit hours in the School of Law, including the six credit hours transferred to UCO, to earn the JD degree. Thus, participants may earn both degrees with the completion of 114 credit hours, rather than the usual 126 credit hours.

In the School of Law, participants must complete Administrative Law, Legislation, and the Government Practice Externship program. Candidates are encouraged (but not required) to complete their upper-class writing requirement through a seminar paper dealing with law and public administration.