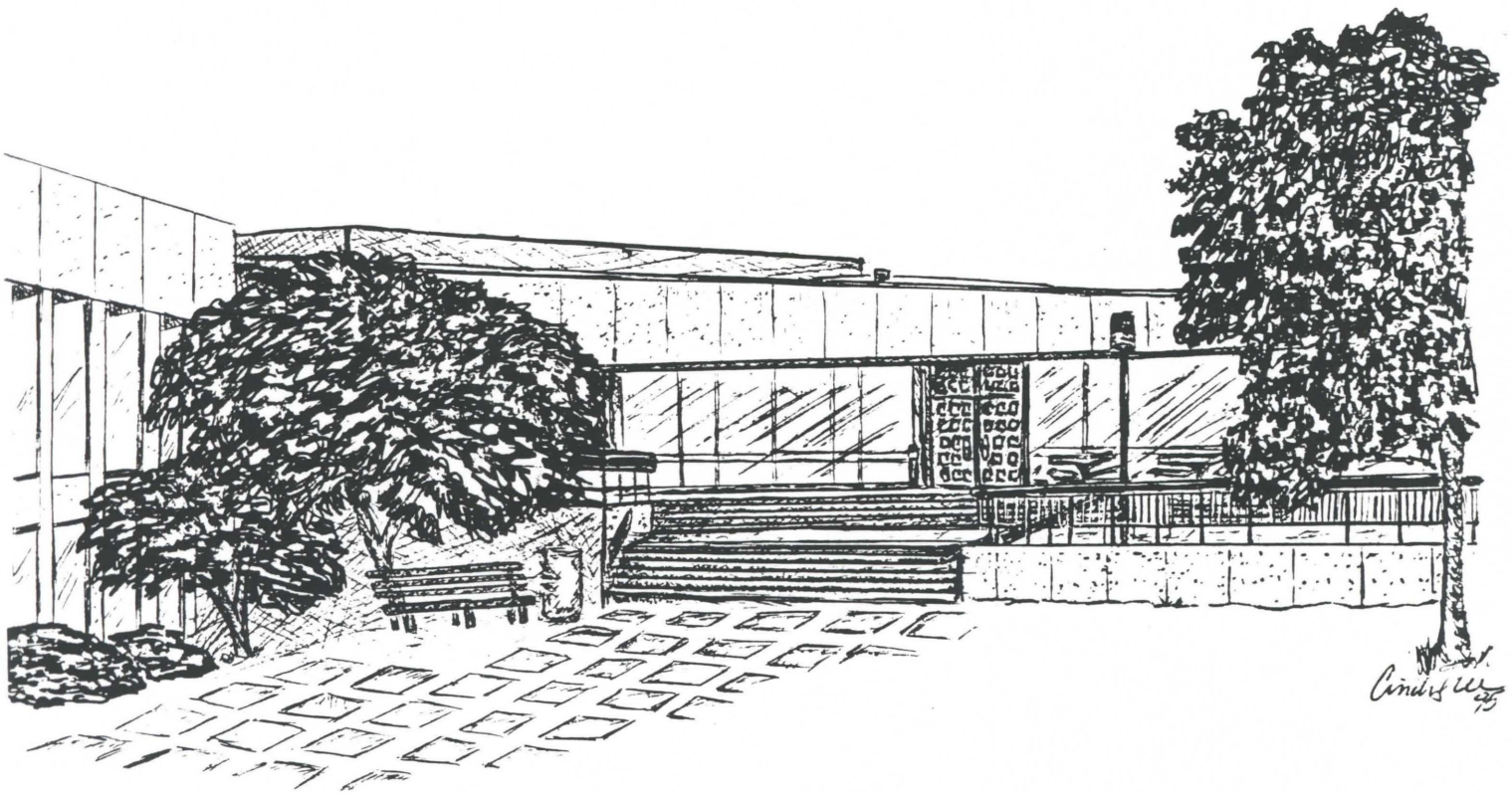


THE UNIVERSITY OF NEW MEXICO

School of Law

BULLETIN AND HANDBOOK OF POLICIES
1999 – 2000

This ***Bulletin and Handbook of Policies, 1999 - 2000*** reflects the current policies of the University of New Mexico School of Law and is intended as a source of information for questions concerning the Rules and Regulations of the Law School and other matters pertaining to a student's law school career. All students are held responsible for the information contained in the *Handbook*. The policies and statements contained herein are subject to continuous review and evaluation and may be changed at any time without notice by the faculty of the UNM School of Law. Any such changes will supersede the provisions set forth in this edition. (August 1999).





NOTES

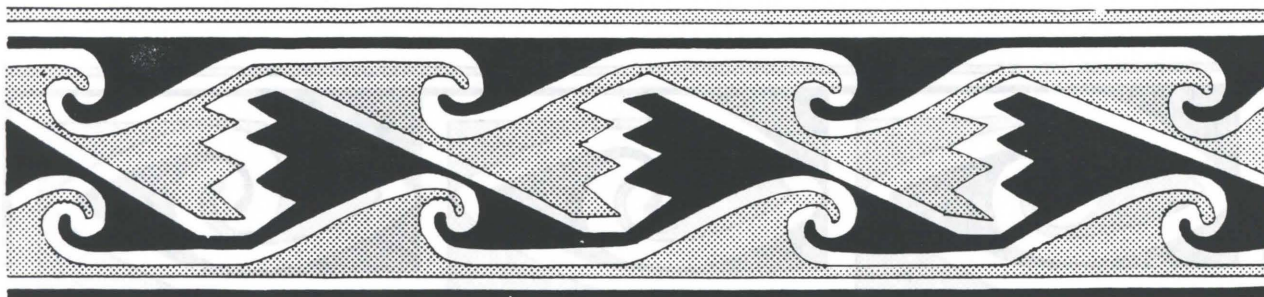
UNIVERSITY OF NEW MEXICO SCHOOL OF LAW 1999-2000 ACADEMIC YEAR CALENDAR

Fall Semester 1999

August 18	Wednesday	First-Year Classes Begin (Orientation)
August 23	Monday	Second- & Third-Year Classes Begin
<i>September 6</i>	<i>Monday</i>	<i>Labor Day (No Classes)</i>
<i>October 14/15</i>	<i>Thursday/Friday</i>	<i>Fall Break (No Classes)</i>
<i>November 25/26</i>	<i>Thursday/Friday</i>	<i>Thanksgiving Vacation (No Classes)</i>
November 30	Tuesday	Last Day of First-Year Classes
December 1/7	Wednesday/Tuesday	First-Year Reading Period
December 3	Friday	Last Day of Second- & Third-Year Classes
December 6/7	Monday/Tuesday	Second & Third-Year Reading Period
December 8/18	Wednesday/Saturday	Final Examinations
December 18	Saturday	Commencement

Spring Semester 2000

January 12	Wednesday	Law Classes Begin
<i>January 17</i>	<i>Monday</i>	<i>Martin Luther King Day (No Classes)</i>
<i>March 12/19</i>	<i>Sunday/Sunday</i>	<i>Spring Break (No Classes)</i>
April 26	Wednesday	Last Day of Classes
April 27/28	Thursday/Friday	Reading Period
May 1/12	Monday/Friday	Final Examinations
May 13	Saturday	Commencement



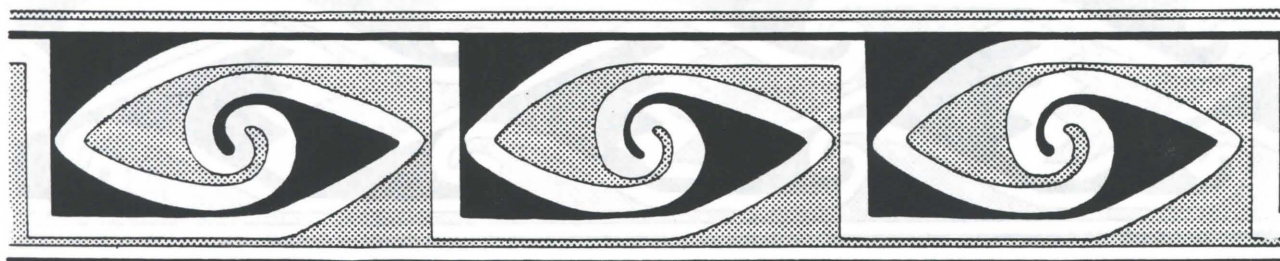
UNIVERSITY OF NEW MEXICO SCHOOL OF LAW 2000-2001 ACADEMIC YEAR CALENDAR

Fall Semester 2000

August 16	Wednesday	First-Year Classes Begin (Orientation)
August 21	Monday	Second- & Third-Year Classes Begin
<i>September 4</i>	<i>Monday</i>	<i>Labor Day (No Classes)</i>
<i>October 12/13</i>	<i>Thursday/Friday</i>	<i>Fall Break (No Classes)</i>
<i>November 23/24</i>	<i>Thursday/Friday</i>	<i>Thanksgiving Vacation (No Classes)</i>
November 28	Tuesday	Last Day of First-Year Classes
November 29/December 5	Wednesday/Tuesday	First-Year Reading Period
December 1	Friday	Last Day of Second- & Third-Year Classes
December 4/5	Monday/Tuesday	Second & Third-Year Reading Period
December 6/16	Wednesday/Saturday	Final Examinations
December 16	Saturday	Commencement

Spring Semester 2001

January 10	Wednesday	Law Classes Begin
<i>January 15</i>	<i>Monday</i>	<i>Martin Luther King Day (No Classes)</i>
<i>March 11/18</i>	<i>Sunday/Sunday</i>	<i>Spring Break (No Classes)</i>
April 25	Wednesday	Last Day of Classes
April 26/27	Thursday/Friday	Reading Period
April 30/May 11	Monday/Friday	Final Examinations
May 12	Saturday	Commencement



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The Juris Doctor Degree

THE ADMISSION PROCESS

See the School of Law Catalog for detailed instructions and information.

Full-Time Law Program. The University of New Mexico School of Law offers a full-time course of study leading to the degree of Juris Doctor (J.D.) Applicants for admission to the School of Law are required to take the Law School Admission Test (LSAT), to register for the Law School Data Assembly Service, and to have a baccalaureate degree from an accredited college or university before time of registration. Beginning law students will be admitted at the opening of the Fall Semester only. The normal period for a full-time law student to complete requirements for a J.D. degree is two and one half (2 1/2) to three (3) years.

Flexible-Time Law Program. The Flexible-Time Legal Education Program (FTLEP) allows law students who have completed their first year as full-time students to take less than the minimum of 12 credit hours currently required each semester. FTLEP students may take as few as 8 credit hours in any semester, but must complete the J.D. degree in no more than 9 semesters.

FTLEP is not a true part-time program in that the existing pattern of classes shall be followed (i.e., essentially all will be scheduled throughout the day, Monday - Friday between 8:30 a.m. and 6:00 p.m.). The FTLEP, however, will enable students who take 8 or 9 credit hours to work more than 20 hours per week.

Students interested in this program must request permission of a dean to enroll in it prior to the beginning of their second year or thereafter. FTLEP students may re-enroll as full-time students with the permission of a dean.

Transferring Law Students. The School of Law accepts a limited number of transfer students who have completed one full-time year at other ABA-approved law schools. Credits that have been earned at another law school, but do not meet the minimum graduation requirements of that school are not acceptable for transfer credit at the University of New Mexico School of Law.

The Associate Dean will evaluate the transcript and determine the number of credits and courses that will be accepted towards meeting UNM graduation requirements. The School of Law will accept up to 43 hours of credit from another approved ABA school.

If admitted with advanced standing to UNM, the student's right to continue in the JD program depends entirely on work done at UNM. Transfer students are ineligible for certain prizes and awards given by the Law School.

Visiting Law Students. Students who have completed their second full-time year at another ABA-approved law school and who wish to receive their degree from that school but spend their final year at the University of New Mexico may be considered for admission as visiting students. Visiting students are not eligible for financial assistance from the University of New Mexico, may not enroll in courses which are oversubscribed by regular UNM law school students, and may participate in on-campus interviews only if appointment times are not filled by regular UNM law students.

At the end of each semester, grades will be reported to the home institution when they become available. Special requests to meet early deadlines set by the home school cannot be accommodated.

Readmitted Law Students. A law student in good standing who stops attending UNM School of Law for three or more consecutive sessions must complete a new application form for readmission. The application fee is not required, nor are LSDAS reports or letters of recommendation. Contact Law School Admissions and Financial Aid in Bratton Hall for assistance.

Students who have been academically suspended, or dismissed as the result of disciplinary problems, must petition the Dean of the School of Law to be allowed to continue their legal studies. Such petitions are referred to the Committee on Student Suspension, Retention, and Readmission (see pages 14-19 for details on this process). The University reserves the right to refuse any student readmission on the basis of his or her student history, either academic or disciplinary.

Joint Degree Students. Students can earn the J.D. degree and a Master's or Ph.D. degree in an academic field at the University of New Mexico. Students must satisfy the admissions and other academic requirements of both the Law School and the Graduate School. The School of Law accepts up to six hours (nine hours from Track #2 of the MBA) of appropriate graduate courses toward its degree requirements, and the graduate department concerned accepts six hours (nine hours from Track #2 of the MBA) of law courses toward its degree requirements.

TUITION AND FEES

Hours for the purpose of tuition are defined as hours for credit, credit/no credit, and/or audit.

Residency. All students are classified according to their residency status for tuition purposes. Any student wishing to change from nonresident to resident classification must submit a residency petition to the University Registrar's office, Student Services Center, Room 261 before the end of the SECOND week of classes for a given semester.

A brochure explaining all requirements for establishing New Mexico residency is available from the Law School Admissions and Financial Aid Office in Bratton Hall. Residency petition forms can be found at the University Registrar's Office in the Student Services Center. For more information call 277-2125.

All tuition and fee charges, as well as fees for special services, are subject to change without notice. A student's readmission, registration, library or parking privileges, release of official records, and other requests may be restricted or denied unless satisfactory financial arrangements have been made for all outstanding charges. Registration is not complete until tuition and fees are paid or cleared through the Bursar's Office.

Tuition and Fees Payment. Detailed information on procedures, processes, and deadlines is made available each semester in the Registrar's Office at the School of Law. Students are required to satisfy all financial obligations due the University before registering for a new semester. For detailed information and tuition schedule, check with the Registrar's Office, Main Campus schedule of classes, or the Admissions Office.

Tuition and Fees Refund Deadlines. Tuition and Special Course Fees will be refunded in accordance with the following schedule:

Course duration greater than four weeks:

Withdrawal or Drop in paid hours:

Prior to first day of class and through Friday of THIRD week of classes 100%

First day of Fourth week of classes and thereafter 0%

Four (4) week (or less) courses:

Withdrawal or Drop in paid hours:

FIRST DAY of classes

100%

After First day of classes

0%

Refunds. All tuition, fee, and special course fee charge adjustments are based on the date of the official drop, withdrawal, or disenrollment. To receive consideration for a refund of paid tuition and fees, students must complete drop procedures for their courses at the Law School and then complete a two-part Refund Request form available from the Bursar's Office. All refunds (except housing deposits) are requested at the Bursar's Office by completing a Refund Request form. Immediate cash refunds are not given for withdrawal from the University or for reduction in paid credit hours. If a refund is due and overpayment was made by check, there is a 21-day hold period from the payment receipt date before the refund is processed. *The refund check will be mailed to the student's current system address.* Please confirm with the Bursar's Office your address when making a refund request. MasterCard and Visa card refunds will be credited to the charge card. Card number and expiration date must be provided by the student to the Bursar's Office. Refund requests made after the first day of classes will not be processed until the end of the fourth week of classes.

Restriction of Services and Sanctions.

Financial Holds. No transcripts or other information relating to any student's records at the University shall be released or delivered to the student or to any other person, entity, or institution until all student debts (including but not limited to debts existing on account of loans to the students) to the University and all of its affiliates, including but not limited to, the New Mexico Educational Assistance Foundation, have been paid, or other arrangements satisfactory to the University have been made for their payment regardless of whether the debt has been discharged in any proceeding under the United States Bankruptcy Act. However, students have the right to inspect and review educational records to the extent that such right is granted by applicable laws and regulations.

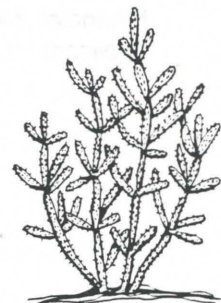
Registration Sanction. No student shall register at UNM until she/he has paid ALL past due charges.

Service Charge on Delinquent Accounts. A service charge may be assessed on a student's delinquent account.

Collection Agencies. Following the end of each semester, students who have delinquent account balances may receive a series of itemized statements requesting payment. Failure to receive a Statement of Account does not relieve students of the responsibility for payment. If payments or arrangements are not made on a timely basis the account may be placed with a collection agency, with a collection fee added to the account. Should it be necessary for an outside agency to effect a collection, reasonable collection costs of at least 30% of the delinquent amount shall be added to the amount due and shall be paid by the debtor. If UNM obtains judgment from a court of competent jurisdiction, the debtor shall be liable for the collection agency fee as well as reasonable court costs and attorney's fees.

Withholding Services. Students who have had their registration canceled or have delinquent accounts will be denied privileges and services available to students enrolled in the University and in good financial standing. Students with delinquent accounts will be subject to sanctions that withhold:

1. Future registrations
2. Readmission
3. Transcripts
4. Installment payment arrangements
5. Future parking and library privileges



OTHER FEES

Student Group Health and Accident Insurance. The group health and accident insurance is available only to students attending the University of New Mexico and carrying six or more semester hours during a regular semester. Participation is at the student's option, except that foreign students are required to have this coverage for themselves and dependents. Please check with the Student Health Center for current rates and to complete an application and make payment (277-3136).

Duplicating Fees. All law students will be charged a basic annual fee for duplicating costs and computer services. This fee is \$175.00 for the 1999-2000 academic year. The fee will be payable in two installments--one half, \$87.50, will be billed the first semester, and the remainder will be billed the second semester. The UNM Bursar's Office will bill students for all duplicating and computer services fees, and payments should be made directly to that office.

Malpractice Insurance. New Mexico does not mandate practicing lawyers to carry malpractice insurance. The School of Law Clinic, however, believes it is fundamental professional responsibility to protect clients from potential harm which may be caused by our negligence. The Clinic negotiates a new malpractice insurance premium each year, buying the most coverage for the most reasonable rate. To keep the cost down for each student, all students enrolled in Clinical courses are required to pay an equitable share of the cost of maintaining this insurance. This fee is approximately \$120. Students are informed of the actual rate no later than the first day of Clinic classes and will pay their fee to the School of Law no later than the second Friday of the semester in which the student is enrolled.

Student Bar Association Dues. Officers of the Student Bar Association collect one-time voluntary dues of \$60 during the first week of the Fall Semester. Payment of these dues entitles each student to a locker and allows participation in SBA-sponsored activities. SBA dues are based on six semesters, thus refunds in the case of early withdrawal are prorated to the semester of withdrawal (e.g. a member of the Class of 2000 withdrawing during Spring Semester 1998 will receive a \$50 refund).

Legal Subscriptions. Students are given a good discount on subscriptions to *United States Law Week*, a national survey of current law published by the Bureau of National Affairs, Inc. Information regarding actual rates and deadlines is distributed early each Fall Semester.

FINANCIAL AID AND EMPLOYMENT

Sources of financial aid include loans, grants, and work/study employment. Most financial aid is need-based and must stay within a cost-of-education budget which is determined by the UNM Financial Aid Office. Detailed information on financial aid procedures and answers to frequent questions may be received from the UNM School of Law financial aid office, Room 1212.

The Law School's policy regarding student financial aid and employment is as follows:

- The Law school shall award grants on the basis of need.
- Applications for grant assistance will be made on the Need Access financial aid diskette. This diskette requires a detailed disclosure of a student's financial circumstances. The diskette also requires a financial statement from the applicant's parents. In making financial aid awards, the Financial Aid Committee will consider parents' financial resources and ability to assist the applicant.

Students participating in co-curricular activities such as the *Natural Resources Journal*, the *New Mexico Law Review*, and the Moot Court and Mock Trial teams, and the student serving as President of the Student Bar Association, who believe their part-time employment earnings will be substantially reduced because of these law school activities, may apply to the Financial Aid Committee to be treated as if they would not earn any income during the semester of participation.

EMPLOYMENT DURING LAW SCHOOL

Law students will be permitted to hold employment during the academic year only within the following limitations:

FIRST-YEAR STUDENTS - no hours during the first semester; no more than fifteen hours a week during the second semester if the student is in good academic standing.

SECOND-AND THIRD-YEAR STUDENTS - no more than twenty hours a week so long as the student is in good academic standing. Students participating in the Flexible-Time Legal Education Program are not bound by the work rules.

Each semester law students must file a certification form which acknowledges the School's employment policy. Violation of the policy can result in administrative sanctions including a formal entry into the student record, loss of residence credit, reduction in credit hours, and suspension.

Short-Term Loans. Short-term loans are available in small amounts to meet emergency needs. If a student needs a loan or has questions or problems about any aspect of financial aid, Susan Mitchell, Law School Financial Aid Director, should be consulted.

GRADUATION REQUIREMENT

To be graduated from UNM with a J.D. degree, a student must meet all of the following requirements:

Residence Credit. The student must spend at least two and one half (2 1/2) and usually three (3) full academic years in residence at accredited law schools. A full semester of study for residence purposes means enrollment for at least 10 class hours per week for at least 15 weeks, including the exam period, to earn one (1) residence point; the student must pass a minimum of nine (9) such hours. If a student enrolls for fewer than ten, or passes fewer than nine hours, he or she will receive residence credit in the ratio the hours passed bear to ten or nine. To graduate, a student must earn six (6) residence points/credits.

For a Summer Session, residence credit is granted in the ratio the number of weeks bears to 15 and the number of credits bears to ten.

Credit Hours. The student must earn at least 86 hours of law credit.

Grade Point Average. The student must attain at least a 2.00 overall grade point average.

Required Courses.

First-Year. The student must take the full first-year curriculum offered upon entrance.

Second-Year. Introduction to Constitutional Law (LAW 501) must be taken in the first semester of the second year.

Professional Responsibility. The student must take and pass a professional responsibility course: "Ethics " (Law 750). This requirement is a pre- or corequisite with the clinic program.

Clinic. The student must participate satisfactorily in at least six (6) hours of clinical law school credit, as prescribed by the faculty. No extern field experience courses or skills courses apply toward this requirement. There are prerequisites and/or corequisites for some clinical courses. To be eligible for clinic courses, a student must have successfully completed 40 credit hours.

Advanced Writing Requirement. Students are required to COMPLETE the Advanced Writing Requirement by the beginning of their last semester. Students who have not completed the requirement by this time must petition the Associate Dean to be allowed to fulfill the requirement during their last semester, unless they will be registering in a last semester course which has been designated as fulfilling this graduation requirement.

Statement of Purpose:

The advanced writing requirement reflects faculty recognition that writing is an essential feature of a legal career. For that reason, writing should be an integral part of a law student's education and should also function as a culmination or synthesis of that education. The goal of the writing requirement is to permit each student to produce a written product demonstrating significant legal analysis. This written product should either build on comprehensive legal research or be a synthesis of information across subject matter lines.

All honor papers will be added to the collection of the Law Library and may be reproduced by the School of Law for educational, informational, or teaching purposes.

Requirement:

1. Prior to the last semester, every Juris Doctor degree candidate must produce and submit a substantial written work. To satisfy the writing requirement, the work must be approved by the member of the full-time law faculty who supervises the work as meeting the Law School's requirement for advanced writing, after review by another full-time member of the faculty.
2. Means of compliance with the writing requirement.
 - a. The writing requirement may be undertaken in conjunction with any seminar or planning course offered by a full-time member of the law faculty and may be used to satisfy both the requirements of the seminar or planning course and the separate writing requirement.

Seminars are courses that meet the following criteria:

- (1) Limited enrollment (no more than 15 students).
- (2) Generally involves a concentration on issues or topics that assumes a basic understanding of the area. Thus, seminars usually will have one or more prerequisites.
- (3) Student papers must entail in-depth research and significant legal analysis.

Planning Courses are courses that meet the following criteria:

- (1) Limited enrollment (no more than 20 students).
- (2) Involve a subject matter that is not limited to one area of the law.

- (3) Each student must write memoranda that define the plan proposed, analyze the issues related to that plan, and synthesize the analysis in resolving the issues.
 - (4) Each student must draft sophisticated legal documents that fulfill the plan defined in the legal memoranda.
- b. Alternatively, when no seminar or planning course is offered which meets the student's research interest, the student may satisfy the advanced writing requirement by enrolling in independent research if the student submits a written work which independently satisfies the requirements of the research program and the guidelines applicable for meeting the advanced writing requirement.
 - c. Publishable articles, case notes, or comments prepared for the *New Mexico Law Review* or the *Natural Resources Journal* may satisfy both the requirements for receiving academic credit for law review service and the advanced writing requirement. The standard form needs to be submitted listing a first and a second reader to the Registrar.
 - d. In every case, to satisfy the advanced writing requirement, the written work must be certified by the supervising member of the faculty as meeting the advanced writing requirement, after it has been reviewed by another member of the faculty.

3. Non-Complying Writing

Since the advanced writing requirement is intended to function as a culmination or synthesis of a law student's education, neither initial casenotes nor briefs prepared in connection with Moot Court competitions satisfy the advanced writing requirement. Written work which satisfies general course requirements does not meet the advanced writing requirement unless the course is a seminar or planning course as defined in Section 2(a) of this policy.

Guidelines

RESEARCH PAPERS

1. Appropriate Topic

The research paper must have a legal theme broad enough to encompass a significant legal issue and narrow enough to allow comprehensive treatment of that issue. The topic must deal with a subject that has a substantial existing literature of primary and secondary sources, which can provide the point of departure for the student's work. Empirical studies and interdisciplinary work which otherwise satisfy the writing guidelines are encouraged.

2. In-Depth Research

The research paper must demonstrate that the student has a full grasp of the relevant existing primary and secondary authorities. At a minimum, the paper will comprehensively canvas and organize the existing authorities to provide a point of departure for the author's argument or point of view. In addition, the paper must demonstrate a mastery of the use of authority to construct and support the arguments presented.



3. Faculty Supervision

One purpose of the advanced writing requirement is to encourage professional interaction between the student and the supervising faculty member during the preparation of the paper. The student and faculty member shall meet periodically to discuss and agree upon a topic, to discuss and review the results of preliminary research, and to discuss and review an outline and one or more drafts of the paper prior to submission of the final draft.

4. Significant Analysis

The paper must be more than a narrative assemblage of the available authorities or other research data. The paper must organize the research data into a coherent structure informed by the author's consistent arguments or point of view. The author must demonstrate a marked capacity to use legal authority and other data to develop and support the author's argument or point of view.

5. Form and Length

The paper must be free from grammatical errors or misspellings. The writing must exceed minimum standards of effective, accurate expository prose. Footnotes must comply with Blue Book form.

The paper must be of sufficient length to address adequately the issues presented. Only in rare cases will a paper of fewer than 20 pages be adequate to comply with the advanced writing requirement.

PLANNING DOCUMENTS

1. Collectively the planning documents must implement the plan proposed by the student. They must be consistent with the plan. Individually, the documents should be models for practice in the area; they should be written in clear language, free of legal jargon.
2. The memoranda must reflect an understanding of the subjects and the ability to analyze and synthesize the issues.
3. To the extent applicable, paragraphs (3) - (5) of Guidelines for Research Papers apply.

REGISTRATION PROCEDURES

Student I.D. Card. The University of New Mexico issues photo identification cards to all students. The I.D. card is required to conduct numerous activities campus-wide such as: checking out books from the libraries, use of Student Health Center, Johnson Center facilities and admission to UNM athletic events. To be eligible for free admission to athletic events, graduate students must carry 9 or more hours. Athletic validation may be purchased for \$15 per semester for graduate students carrying 6 through 8 hours. New students must obtain a student photo identification card in the Registration Center on main campus after being admitted to UNM. Returning students use their existing I.D. card.

Replacement I.D. Any student whose I.D. has been lost or stolen must pay a \$10.00 replacement fee at the Cashier's Department. Replacement required after the third card is issued will require a \$25.00 fee. The student must present the Cashier's receipt at the I.D. station in the Registration Center and a new I.D. card will be issued. Students are responsible for notifying the libraries of lost I.D. cards.

Social Security Number. The University of New Mexico uses the individual student's social security number as the student's identification at the University. This number is used for record-keeping purposes only. The authority to use the social security number comes from the Board of Regents and was adopted on March 24, 1967. It is, therefore, mandatory that students disclose their social security number to the University for identification purposes.

Registration. Registration instructions for law students deviate from regular University procedures. Students will be notified about each semester's requirements and deadlines by the School of Law Registrar's Office. Registration information with detailed instructions, course listings, and schedules is made available by the Law School Registrar. Please refer to the information for up-to-date guidelines for each session.

NOTE: A student must be registered in order to take a law course. In the event that a student fails to properly register for a course but completes the course requirements (examination and/or paper), the grade submitted by the instructor will be recorded on the student's transcript and the student will be responsible for any tuition and/or fees due.

Academic Advisement. During the Fall semester of the first year, each student will be assigned to a faculty member for purposes of academic advisement. Students will retain their faculty advisors for the remainder of their time in law school. However, students may change advisors after the first year with the permission of the new advisor. The student shall notify the School of Law Registrar of this change. If an advisor becomes unavailable, then the Registrar shall reassign students to a new advisor. Visiting and transfer students will be assigned to one of the Associate Deans for academic advisement. The Dean shall designate a period during the Spring Semester of each year as "advisement week."

During advisement week, to be held near the beginning of the Spring Semester, each advisor will arrange appointments to meet with his or her advisees or make other appropriate arrangements. Students will receive advisement during their first and second years. No student is bound by the advice received and is free to enroll in any courses subject to existing academic regulations (e.g., prerequisites).

In addition to the advisement outlined above, students are encouraged to seek academic advisement at any time from any faculty member they choose. All members of the faculty are committed to providing advisement to any student requesting it.

First-year students are encouraged to meet with their advisor at the end of the first semester to discuss taking an elective during the second semester of their first year.

Lotteries. Selection for inclusion in upper-class limited enrollment courses that are oversubscribed will be determined by lottery. Each semester's lotteries are conducted by signing-up in Faculty Support Services in the School of Law. Sign-ups may be made in person, by mail, by fax, or by a phone call throughout the designated sign-up period. The School of Law Registrar conducts the lotteries and posts the results prior to the beginning of each semester. No preferences are given to any group of students (e.g., there is no third-year preference). Notification of lottery sign-up deadlines and results will be furnished by the Registrar's Office.

NOTE: Visiting Law Students are included in lotteries for limited enrollment courses but are eligible for slots only after all participating UNM law students have been seated.



Semester Course Loads. The *maximum* number of hours that may be taken for law credit per semester is sixteen (16), unless PRIOR permission to take more is obtained from one of the Deans.

The *minimum* load per semester to be considered a "full-time" law student by the Law School is twelve (12) hours of work creditable toward the JD degree. All students (except those in their final year who need fewer to satisfy degree requirements) must take at least 12 hours toward the JD degree unless PRIOR permission to take fewer is obtained from one of the Deans. However, students wanting to take nine or fewer hours may be required to take more by the Veterans Affairs Office or by loan, grant, or scholarship agencies.

Summer Term: During the Summer Term, six (6) credit hours or more (up to nine (9) credit hours is considered full-time. Less than six (6) credit hours is considered part-time.

Grading Options. Law students must register for courses using the "regular" grading option. Because law professors must grade all students in a course using the same grading system, students DO NOT have the option to take a particular course on a "Credit/No Credit" basis. (Exception: By faculty policy, the only courses where a student is allowed to register using the CR/NC grading option are Moot Court competitions, law journal courses since these courses must be graded as CR/NC.) Some professors, after consulting with the Associate Dean, may choose to grade an entire course on a "CR/C-/D+/D-/F" basis and any necessary grading adjustments will be made at the Law School Registrar's Office. This grading system is not the same as "CR/NC". In addition, a student may register for a course as an audit, without credit. The audit card must be submitted to the Law School Registrar's office not later than November 15 for the Fall Semester and April 15 for the Spring Semester. Detailed information on School of Law grades and grading practices is found on pages 12-14.

Limited Grading Options: Students will be able, during their Law School years, to take up to two (2) designated elective courses on a "Credit/C-/D+/D-/F" basis. Please note the following:

- No required courses are available on this basis (i.e., first year courses, Introduction to Constitutional Law, Ethics, and Clinic).
- This option grading system may be selected only in electives courses in which the option is made available by the instructor. A list of electives courses so designated will be available by the beginning of the semester.
- A student may take no more than one (1) elective course under this option during a semester, and no more than two (2) elective courses during the student's law school career.
- In order to exercise this option, a student must complete a grading option card and submit it to the Law School Registrar's office no later than November 15 for the Fall Semester and no later than April 15 for the Spring Semester. Submission of a grading option card is irrevocable; there will be no exceptions.
- Students selecting this grading option will be expected to meet all course requirements, including class participation, examination, papers, etc.

Schedule Changes. Beginning with the first day of classes, ALL student address changes, certification of grades and program changes involving law school courses (Drop/Adds, change to Audit, etc.), including withdrawals from the School of Law, should be communicated to the Law School Registrar.

Cancellation of Enrollment (prior to the first day of classes). If a student registers and pays tuition and later finds he/she cannot attend, the student can cancel his/her registration and receive a full refund directly from the UNM Student Services Center. It is the STUDENT'S RESPONSIBILITY to withdraw from the University or cancel his/her registration. Once the semester has begun, students must withdraw by contacting the School of Law Registrar. Students who do not officially cancel or withdraw their registration prior to the start of classes will be subject to the University Tuition Refund Policy and Registration deadlines (see page 2-3).

Dropping and Adding Courses. Students drop or add courses by I-TEL-UNM (246-2020) prior to the published deadline dates. After the deadline date, contact the Law School Registrar for the procedure and fees. *Do not expect your professor to drop you if you stop attending class.*

Law students have the first two weeks of a semester to add a course or change to an audit without instructor's approval.

Withdrawing from Courses. A full-semester Law School course may be dropped by a student for any reason during the first six (6) weeks of the semester. In courses scheduled for less than a full semester, i.e., half-semester or courses of a given number of weeks, a student may drop for any reason until midway through the course (a date to be determined and announced by the instructor).

EXCEPTIONS:

- students may NOT withdraw from first-year courses, Introduction to Constitutional Law, Ethics, or Clinic without the permission of a Dean.
- the period for withdrawal from Judicial Extern, Law Office Extern and certain specifically designated special seminars, without obtaining the instructor's permission, is limited to the first two (2) weeks of the semester;
- when the course instructor has indicated in advance that a shorter withdrawal period (or none at all) will apply in a particular course.

A full-semester Law School course may be dropped with the instructor's permission from the ninth week of classes through the final day of classes. Similarly, a shorter course may be dropped with the instructor's permission after the course's midpoint through the last classroom meeting. This action requires a grade of WP/WF be assigned by the professor and appears on the student's academic record.

After the last classroom meeting any Law School course may be dropped only under extraordinary circumstances and only with permission of the instructor and the Dean or an Associate Dean. This action requires a grade of WP/WF be assigned by the professor and appears on the student's academic record.

Withdrawal from the University. Students can withdraw from all courses on or after the first day of classes through the last day of classes by calling I-TEL-UNM. Students must contact the Law School Registrar for advisement on withdrawing from all courses.

Students who withdraw during the first six weeks of classes will not receive either a course or grade notation on their academic record. Withdrawals initiated after the sixth week of classes will be subject to grades of W/P or W/F. The grade of W/F will be calculated as a failing grade in the student's grade point average. All withdrawal grades will be assigned by the professor upon completion of the University withdrawal process. The notation on a student's record will be "withdrew" and the date.

When students leave the University during a semester and do not complete the withdrawal process, they become liable for grades of "F" in their courses, even though they have been passing at the time of leaving.

Enrollment Certification. Enrollment certifications are requested by individuals, institutions or organizations for information related to a student's past or current enrollment. Information requested normally takes the form of validation of confirmed degrees, dates of attendance or future enrollment or whether a student is part- or full-time.

The University of New Mexico School of Law Registrar's Office will produce a standardized enrollment certification letter validating a student's status for the current semester and any past semester upon written request. The University of New Mexico does not certify enrollment prospectively, but only retroactively. Courses taken in Audit status are NOT included in total courseload for purposes of enrollment verification.



Academic Regulations

Class Hours and Credit Hours. A class hour consists of 50 minutes. One class hour per week of recitation or lecture throughout a semester earns a maximum of one credit hour.

GRADES AND GRADING PRACTICES

Grades. The grades awarded in all courses are indicative of the quality of work done. Their significance in most courses at the University is as follows:

A	Excellent. 4 grade points per credit hour.
B	Good. 3 grade points per credit hour.
C	Satisfactory. 2 grade points per credit hour.
D	Barely Passed. 1 grade point per credit hour.
F	Failed. 0 grade points per credit hour.
CR	Credit. Gives credit for the course but is not computed in the grade point average. CR credit is the equivalent of at least a grade of C.
NC	No Credit. Not computed in the grade point average.
I	Incomplete. The grade of I is given only when circumstances beyond the student's control have prevented completion of the work of a course within the official dates of a session. Courses given a grade of I are excluded in the calculation of the grade point average.
AUDIT	Audit is recorded for completion of enrollment in an audited course. No credit is earned for an audit grade option.
WP	Withdrawal Passing. Courses given a grade of WP are excluded in the calculation of the grade point average.
WF	Withdrawal Failing. A grade of WF will be calculated as a failing grade in the student's grade point average.
W	Withdrawal. A W grade is used for approved administrative withdrawals.

Grading Practices. Law professors must grade all students in a course using the same grading system. Available grading systems are:

1. Regular fractionated grading (most law courses)
2. CR/C-/D+/D-/F (typically "skills" courses, e. g., Trial Practice, Mediation, two (2) designated elective courses throughout Law School (refer to page 10)).

3. CR/NC (examples of courses designated by the faculty as using this grading system are participation in the *New Mexico Law Review*, the *Natural Resources Journal*, and various Moot Court courses).

NOTE: Students DO NOT have the option to take a particular course on a CR/NC basis when registering for a course unless it is one of those courses designated by the faculty of the School of Law.

Effective with the Fall Semester 1988, fractionated grading was authorized by the University of New Mexico and the faculty of the School of Law. Following are the allowable letter grades and associated grade points:

A+	=	4.33
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-	=	.67
F	=	0



NOTE: A+ became effective Fall Semester 1991. An F+ is not a valid grade.

Grade Point Average. A student's academic standing is referred to in terms of a grade point average calculated by dividing the total number of grade points earned at the School of Law by the total number of graded hours attempted. Courses given a grade of WP, CR, NC, or I are excluded in the grade point average calculation.

Incomplete papers.

1. For any course in which a paper is a component of the grade, the paper must be submitted by the due date generally applicable to all members of the course (which, in any event, must be no later than one week after the last day of the examination period). Requests for extensions may be approved by the supervising faculty member, but, if an extension is granted, the final course grade will be "CR/C-/D+/D-/D-/F." If a student wishes to expand a course paper to meet the advanced writing requirement, the paper for the course grade is subject to the terms of this paragraph, but additional time may be granted by the supervising faculty member for expansions of the paper.
2. Papers written for independent research credit, whether or not in satisfaction of the advanced writing requirement, shall be due no later than one week after the close of the examination period. An extension may be granted by the supervising faculty member at his or her discretion.
3. Papers written in satisfaction of the advanced writing requirement shall be submitted no later than the beginning of the student's last semester unless the paper is written in conjunction with a course offered in that semester. An extension may be granted by the supervising faculty member at his or her discretion.
4. Requests for extension of time to fulfill requirements of a course are limited to two terms.

Auditing Law Courses. Law electives may be audited. Students wishing to enroll in a lotteried law course as auditors are not included in the lottery, but are allowed to enroll on a space available basis. An auditor who fails to attend class may be dropped at the instructor's request. The fee for audited courses is the same as for credit courses. Audit enrollment receives no credit and is not included in the student's total course load for purposes of enrollment certification, but audited courses are included on the student's transcript. Once a student elects to audit a course, the status cannot be reversed to a grade or credit. Courses taken for audit may be repeated for credit. The deadline for auditing a class is November 15 for the Fall Semester and April 15 for the Spring Semester.

Submission of Grades by Faculty. Faculty shall submit grades for all courses and papers to the Registrar as soon as possible but no later than thirty days following the last examination of the term.

The Dean shall by memo notify each student whose grades will be late and explain the reason for the lateness. The Dean shall vigorously enforce this deadline by withholding items of discretionary spending from tardy faculty members.

Posting of Grades. The School of Law has eliminated the posting of grades. After the deadline, students may call I-TEL-UNM (246-2020) to receive grades.

Bar Graph/Rank. The School of Law does not provide an academic rank order of students. Rather, a bar graph (numerical grouping of grade point averages) is utilized to illustrate a student's academic standing in relation to the other members of the class. The graph is updated at the conclusion of the Fall and Spring semesters.

Student Objection to Grade. When a student has questions about the grade he or she received on a paper or in a course, the student should first talk with the professor. If the matter is not thereby resolved, the following procedure is to be followed:

- The student may confer with the Dean, who will seek to work the matter out.
- After conferring with the Dean, the student may formally question a grade by filing a written notice with the Dean. On receipt of the notice, the Dean will appoint two or more faculty members as a committee to make a recommendation. The Committee may seek advice inside or outside of the faculty. If, after considering the Committee's recommendation, the Dean believes a change in grade should be made, he shall confer with the full faculty before acting.

Because of his position, the Dean represents both students and faculty in such matters, and he/she has a broad responsibility and authority. Any decision made pursuant to this policy shall be reviewable by the President and the Regents of the University of New Mexico. Specific details on this review process may be found in the current UNM *Pathfinder*. Also, refer to page 32-33, Student Standards and Grievance Procedure.

POLICY ON ACADEMIC RETENTION AND SUSPENSION

1. Computation of Grades
 - A. Course grades shall be recorded as letter grades in all courses except those courses designated as "Credit/C-/D+/D-/F" (see previous section on Grading Practices) or "Credit/No Credit".

- B. Each grade shall be assigned the following value:

A+	=	4.33
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-	=	.67
F	=	0



NOTE: A+ became effective Fall Semester 1991. An F+ is not a valid grade.

- C. Only letter grades shall be computed in determining a student's grade point average, including nonpassing grades earned in "Credit"/"C-/D+/D-/F" courses.
- D. Grade points - grade points shall be determined in each course by multiplying the numerical value of the grade earned by the number of credit hours for the course.
- E. Grade point average - a student's grade point average shall be determined by dividing the total number of grade points earned in all graded courses by the number of credit hours attempted in such courses.

2. Maintenance of Grade Point Average

- A. A student must maintain a cumulative grade point average of 2.00.
- B. Any student whose cumulative grade point average falls below 2.00 shall either be placed on probation or suspended.

3. Automatic Probation

- A. A student whose cumulative grade point average falls within any of the following categories shall be placed on probation without further action:

<u>Credit Hours</u>	<u>Cumulative Grade Point Average</u>
0 - 18	1.30 - 1.99
19 - 36	1.75 - 1.99
37 - 54	1.90 - 1.99

- B. No student whose grade point average falls below 2.00 after he or she has attempted fifty-five (55) credit hours shall be granted automatic probation under this section. Such student must petition the Committee on Student Suspension, Retention, and Readmission (hereinafter "Committee") for relief from suspension in order to be granted probation.
- C. A student placed or continued on automatic probation shall receive notice in writing from the Dean that he or she has been placed or continued on probation.

4. Suspension

- A. Any student whose grade point average falls below 2.00 and who does not qualify for automatic probation under the provisions of Section 3, or who withdraws from Law School or fails to return for a new semester while on probation, shall be placed on suspension.
- B. The Dean shall notify in writing any student who has been placed on suspension. Such notice shall specify the student's right to petition for relief from suspension and shall contain a copy of this policy.
- C. The suspension shall become effective if no petition for relief from suspension is received within the time specified herein, or upon final action of the Committee, the Dean, or the faculty as provided herein, whichever is later.

5. Committee on Student Suspension, Retention, and Readmission

- A. At the beginning of each academic year, or as soon thereafter as practicable, the Dean shall appoint a Committee on Student Suspension, Retention and Readmission (hereinafter "Committee").
- B. The Committee shall be comprised as follows:
 - 1. Five full-time members of the faculty;
 - 2. Two students. The Dean shall appoint the student members of the Committee after consultation with the president of the Student Bar Association, student representatives, and leaders of student organizations.
- C. Any student who petitions for relief from suspension as provided herein shall have the right to disqualify the student members of the Committee and to have his or her petition considered by the faculty members of the Committee.

6. Petition for Relief from Suspension

- A. Any student who has received notice of suspension may submit a written petition to the Dean requesting that he or she be placed on probation.
- B. The petition shall be submitted to the Dean within ten (10) days from the date of the notice of suspension. The Dean may, for good cause, extend the time for submitting the petition.
- C. Any student who fails to file such a petition within the foregoing time limits may thereafter submit such a petition no later than forty-five (45) days prior to the beginning of any semester in which he or she desires to be placed on probation.
- D. The petition shall set forth the following:
 - 1. Any factors that the student believes may have contributed to his or her unsatisfactory performance;
 - 2. The student's assessment of the likelihood that such factors will continue in the future;

3. Any contemplated changes in the student's study, work or extracurricular activities which might affect his or her law school performance.
- E. The student shall sign the petition.
- F. Any willful misrepresentations contained in the petition will be deemed violations of the Law School Honor Code.
7. Consideration of Petition
- A. Upon receipt of a petition for relief from suspension, the Dean shall forward it to the chair of the Committee who shall convene a meeting of the Committee as soon thereafter as practicable. The chair shall notify the student in writing of the time and place of such meeting. In addition, such notice shall advise the student that he or she may:
1. Make a personal appearance before the Committee;
 2. Submit any additional written or documentary evidence that he or she considers relevant to the matter; and
 3. Bring any person before the Committee who it feels can provide relevant information concerning the matter.
- B. A quorum of the Committee shall consist of five members, at least one of whom shall be a student, unless the petitioning student has disqualified the student members of the Committee pursuant to paragraph 5C, in which case a quorum shall consist of four members.
- C. In the event the chair is unable to assemble a quorum for the consideration of the petition, the Dean shall appoint, on a pro tempore basis, as many additional members as is necessary to constitute a quorum.
- D. Prior to the meeting the members of the Committee shall endeavor to consult with as many of the student's professors as possible in order to determine, inter alia: the student's classroom performance, attitude and attendance record, and the professors' general impressions of the student's probability of successful completion of law school.
- E. The Committee shall consider the following, in addition to any other information deemed relevant by any member:
1. The information set forth in the student's petition;
 2. Any additional information submitted by the student;
 3. Any written or oral statement of any person offered by the student;
 4. Information provided by any professor pursuant to paragraph D, supra;
 5. The student's grades in all law school courses attempted;
 6. The extent to which the student's grades have improved or declined compared to previous semesters;

7. Any relevant information contained in the student's application for admission to law school, including LSAT score(s) and undergraduate record.
 - F. If, at the conclusion of the presentation of the foregoing information, a majority of the Committee determines that additional information is necessary to resolve the matter, the meeting will be continued pending the receipt of such additional information.
8. The Committee Decision
- A. Following receipt of all relevant information, the Committee shall meet in executive session to make its decision.
 - B. The Committee's decision shall be made by a majority of members present.
 - C. If a majority of Committee members present determines, on the basis of all the information presented, that the student if placed on probation is likely to complete law school successfully within a reasonable period of time, the student shall be placed on probation. The Committee shall specify that such probation shall be unconditional or subject to such conditions as the Committee deems appropriate.
 - D. If a majority of Committee members present determines, on the basis of all the information presented, that the student if placed on probation is not likely to complete law school successfully, the student shall be suspended. The Committee shall either suspend the student indefinitely or for a specified period of time not to exceed one year.
 - E. In the event of a tie vote the student shall be placed on probation either unconditionally or subject to such conditions as the Committee deems appropriate.
 - F. The factors that have traditionally been discussed in connection with student petitions are to be considered only if they are relevant to the ultimate question of the student's successful completion of law school. The following summary of relevant considerations from past faculty deliberations on suspension questions are offered as a guide to the Committee and student petitioner:
 1. An improvement or decline in the student's academic performance may be relevant to the extent that it indicates the cause of the student's difficulties. Improvement may in an individual case show that the student has overcome impediments in the form of inadequate preparation for law school or the adverse effects of personal difficulties encountered in an earlier semester. Conversely, a marked decline in performance from that of previous semesters may indicate that personal difficulties which are on the record were the cause in fact of the student's academic performance.
 2. The Committee's determination of the student's successful completion of law school will require it to explore and evaluate the causes of the student's difficulties. Personal difficulties should be taken into account to the extent that the Committee is persuaded that such difficulties were a cause of the student's academic performance. The Committee must also consider whether such personal difficulties are likely to present similar problems in the future.

3. An explanation by the student that the inadequate performance was caused by poor study habits, poor attitude, or external commitments, presents factual questions which must be resolved by the Committee. The Committee must determine whether it is likely that such a change will be sufficient to allow the student to raise his or her grades to a passing average.
 4. The student's academic ability is always relevant to the issue of ultimate completion of law school.
 5. Use of preadmission predictors must be carefully circumscribed so as not to undercut the admissions policies of the Law School. Those predictors may be relevant to a determination of whether the student has had sufficient time to adjust to the demands of law school.
9. Review of the Committee Decision
- A. A student aggrieved by the decision of the Committee may appeal such decision by filing a petition for review with the Dean within five (5) days after notification of the Committee's decision.
 - B. The petition for review shall allege that the Committee's decision is clearly erroneous and shall specify the manner in which the decision is clearly erroneous.
 - C. The Dean shall consider the decision of the Committee to be presumptively correct. If the Dean determines that the Committee's decision is not clearly erroneous, he or she shall affirm the decision as final. If the Dean determines that the Committee's decision is clearly erroneous, he or she shall either remand the matter to the Committee for reconsideration or present the matter to the faculty for decision.
 - D. The faculty shall apply the standard set forth in Section 8 in making its decision.

EXAMINATION INFORMATION

Scheduling. Final examination schedules are normally finalized in the middle of each semester. For Fall Semester a final exam schedule is typically available by mid October. Spring Semester schedules are usually prepared by Spring Break in mid-March.

Reading Period. Before examinations, a period of time is devoted to study and review. Faculty will be available during this time to consult with students and to conduct optional review sessions.

Examination Procedures. The UNM School of Law uses an anonymous grading system. Every semester each student gets a unique number which is used in lieu of the student's name on all exams. When taking exams students may opt to type or write in designated classrooms. The Student Code of Conduct (Honor Code) governs all aspects of this process (see pages 35-43).

Exams are administered by Faculty Support Services staff who provide students with bluebooks, scratch paper, typing paper, and examination receipts.

First-Year Practice Exams. These Fall Semester exams are designed to familiarize new law students with testing procedures and give first-year course instructors the opportunity to give students feedback on their classroom performance to date. These exams are typically scheduled in early October and do not count toward final course grades.

Mid-Term Examinations. Occasionally a faculty member may structure a course such that interim or mid-term examinations are administered and the exam grades earned are included in the calculation of the final course grade. If such mid-terms are given, regular examination procedures must be followed. It is recommended that faculty make sure that mid-terms do not conflict with other student obligations or courses.

Rules Regarding Take-Home Examinations

1. Faculty shall be able to use take-home examinations.
2. The deadline for the decision on whether to give a take-home examination should be when the examination schedule is set, approximately mid-semester.
3. Students shall be informed during the first week of the semester of the possibility of eventual administration of a take-home examination.

Use of Memory Typewriters and Word Processors in Writing Examinations and Papers.

1. Memory typewriters may be used to type in-house papers and examinations. Computers may be used for take-home examinations. The typewriter must be used in the "typewriter mode." With the exception of the correction feature, any use of the memory capability of the typewriter constitutes an Honor Code violation.
2. A memory typewriter is defined as a machine capable of no more than one line of display.

NOTE: A student using equipment which develops technical problems in the final examination or paper context (e.g. the printer fails), should contact an Associate Dean, NOT the instructor, so that exam anonymity may be preserved.

Procedures for Late Examinations. It is the policy of the Law School that examinations are taken at the time specified. The Dean or an Associate Dean, with the concurrence of the faculty member, may permit a student with sufficient reason to take an examination at a later date. Sickness of the student or death in the immediate family is presumed sufficient reason.

A student who cannot take an examination on the specified dates should give prior notice of such to the Dean or an Associate Dean and to the Registrar of the Law School. Please do NOT directly contact the instructor since this may jeopardize the anonymity of the exam process. Notice should normally be given at least three days before the last day on which the particular examination is given.

A student shall receive the grade of "Incomplete" for an examination that is missed after obtaining permission to do so. The examination shall be taken within 40 calendar days of the close of the examination period, whether or not the student has remained enrolled. In exceptional circumstances, a student may petition the Dean or an Associate Dean for a later examination date, which shall not be later than the last day of the next succeeding examination period (i.e., for Fall Semester examinations, the last day of the following Spring examination period; for Spring and Summer examinations, the last day of the following Fall examination period). Failure to remove the "Incomplete" by that time will result in the grade of "F" for the course. If the examination is taken after the regularly scheduled examination dates within

the examination period but before the expiration of the extended period, the "Incomplete" shall be removed and the student shall receive the grade of "Credit/C-/D+/D/D-/F".

A student who misses an examination without first obtaining permission shall receive the grade of "F" for that course. The student shall have the right to petition the Dean or an Associate Dean and to show cause why he or she should be given the grade of "Incomplete". The Dean or Associate Dean, with the concurrence of the particular faculty member, shall decide whether the reason for missing the examination was serious enough to allow the student to receive the grade of "Incomplete" instead of "F".

A student, in order to remain in "good standing," must maintain a cumulative grade point average of 2.00 in all courses other than those in which he or she has received an "Incomplete". For purposes of computing GPA and cumulative GPA, any courses with the grade of "Incomplete" shall not be considered unless the period to remove the grade has expired. In that case the "Incomplete" will be treated as an "F".

Release and Reuse of Examination Questions

1. Release of examination questions. All examinations, following their administration, shall be released by the faculty member through the Faculty Support Office to the Law Library where they shall be compiled and made available for inspection, provided, however, that the faculty member may decline to release any multiple-choice question.
2. Reuse of examination questions. No faculty member may use, on any subsequent examination, any question released pursuant to paragraph 1.
3. Unauthorized possession of examination questions. No student shall be in possession of or have access to any examination question that has not been released pursuant to paragraph 1.
4. Unauthorized disclosure of examination questions. No student shall disclose the specific contents of any examination question to any other person without the express consent of the instructor.

Retention of Examinations and Student Access. The School of Law retains all student examination materials for a period of one year. Students are encouraged to review their own exams and may check them out from Faculty Support Services. Please note that each individual professor determines the conditions under which the examinations for their course are made available to students (e.g., some exams may be checked out only if the student has made an appointment with the professor to go over his/her exam). In addition, some professors make prior semesters' "A" answers available for student check-out and review for a limited time before the final examination period. This process is administered by Faculty Support Services on the second floor of Bratton Hall.

ADDITIONAL ACADEMIC REGULATIONS

Limitations on Repetition of Clinical Courses.

In order to assure educational value in the clinical field experience courses, the following regulations have been adopted:

1. Policy on Clinical Externships Externships do not fulfill the clinical requirement. A student shall be allowed to take a maximum of two externships, which have been approved by the Clinic Director. A total of only three credit hours can be applied toward graduation requirements, residence points will be awarded for the second externship. To

be eligible for an externship a student must have successfully completed the first-year required curriculum.

Exception: Students who have already taken one externship will be allowed to take up to three (3) additional hours of credit for an approved externship if they:

- A. Secure a full-time faculty member willing to actively supervise the proposed externship;
- B. Submit a proposal for the externship to the Associate Dean for Academic Affairs and are granted an exception to the current policy (The proposal should (1) identify the externship; (2) explain the reasons for the additional externship and demonstrates its educational benefit; (3) describe the expected academic written work product, and (4) identify the faculty advisor.
- B. Produce, as a result of the externship, an academic written work product which will satisfy the supervising faculty member and guarantee an academic component.

A student may not take a second externship during his/her semester of clinical practice or in the same semester as the first externship. The Student Practice Rules applies to all externships. The Clinic Director will be available to consult throughout the program. The student's externship supervisor should meet with the student at the beginning of the semester and is responsible for collecting the externship paper at the end of the semester. If requested by the student, the externship paper may be judged as to whether or not it meets the standards to fulfill the writing requirement.

The second externship should be an ADR, Judicial or Law Practice externship approved by the Clinic Director, and, except as provided by the policy above, all rules governing externships continue to apply. This exception will expire at the end of Spring Semester 2000.

2. Law Extern Program

- A. No student shall repeat a law extern course under the same supervising attorney, law firm or agency.
- B. No student shall be allowed to enroll in more than three (3) credit hours of law extern courses without the prior written permission of the Director of the Clinical Program based on a finding of substantial educational value. The Clinical Director shall apply a strict scrutiny standard in the determination of "substantial educational value."

NOTE: A student may not receive compensation for an externship program for which they receive academic credit.

3. In-House Courses

- A. No student shall repeat the same in-house course without the prior written permission of the course instructor based on a finding of substantial educational value.
- B. No student shall repeat the same in-house course more than once.

Use of *NRJ/Law Review* Case Notes and Comments. No student may fulfill a seminar, individual research, or class paper requirement by submitting materials substantially similar to materials prepared for the *Natural Resources Journal* or *New Mexico Law Review*.

Course Enrollment Outside of Law School. Up to six (6) credits in courses in other colleges of this University or other fully accredited institutions of higher learning may be taken for elective law credit after enrollment in the School of Law (nine (9) credits are permitted for the Track #2 joint MBA/J.D. program). The "Approval Form for Course Taken Outside the Law School" must be completed and approved in advance by the Dean or an Associate Dean. If a grade of "C" or better is received in such a course, "CR" will be entered on the Law School academic record, and the appropriate number of credit hours will be counted toward the Law School's degree requirement of 86 hours. If a grade of C-, D+, D, D-, or F is received, the grade will be entered on the academic record and calculated into the student's grade point average.

Permission of the instructor is required for any course taken outside the Law School for elective law credit, and the student must undertake the responsibility of resolving any conflict of Law School class meeting or examination schedules with the class meeting and examination schedule in such an elective course.

Credit will not be given for law school work done in another non-law graduate program prior to matriculation in the UNM School of Law.

Joint Degree Enrollment. The Law School participates with other colleges of the University in conferring joint degrees. The instructions outlined under the heading "Course Enrollment Outside of Law School" apply. For further information, see the Dean, an Associate Dean, or the Law School Registrar.

Independent Research. A student and full-time Law School faculty member may agree to an independent research project for 1, 2 or 3 hours of credit. It is anticipated that the student will meet with the faculty member at least once a week during the completion of the project to review the work being done. A written product normally is expected, but its length and content shall be determined by the supervising faculty member.

Enrollment for independent research is completed by registration in Individual Research (LAW 594) and submission of the approval form for independent research of a program approved in writing by the supervising Law School faculty member. This form must be submitted to the Law School Registrar by the end of the second week of classes in any semester.

No student may receive more than a total of six (6) hours of independent research credit during his or her law school career, except with permission of the Dean.

The written product of independent research may satisfy the student's writing requirement for graduation as defined by the School of Law policy on the Advanced Writing Requirement (see pages 6-7).

Limitation. Independent research programs are not intended to serve as substitutes for courses given at the Law School. Accordingly, credit may ordinarily not be earned for study in subjects which are covered in classes that have been, are, or will be available to students during their law school careers. This rule does not extend to the following circumstances: (a) the subject matter of the proposed program is not available in the Law School curriculum, or (b) the student has registered in the course covering the subject matter, but has been excluded from it because of class size limitations and will not have another opportunity to enroll in that or another course covering the subject matter of the proposed program, or (c) the student has taken, or is taking, a survey or introductory course in the area, and wishes to do advanced work which is not made available in the curriculum.

No credit shall be given for previously completed work, for paid work, or for work for which credit has been or will be given by any other faculty member. Permission for any exception to this rule must be obtained from the Dean or an Associate Dean.

Policies currently governing completion of examinations and papers for courses and seminars apply to independent research (see pages 19- 23 and top of this page).

A faculty member teaching a normal load is permitted to supervise a maximum of six (6) credits per semester of individual research, unless the Dean makes an exception. Independent research will be graded on the basis of "Credit/C-/D+/D-/D-/F".

FINALLY, it is the responsibility of the student to confer with the supervisor concerning the progress of the research before the deadline.

Visiting at Other Law Schools. Law students who have completed their first year of legal studies and are in good standing are allowed to earn credit from other ABA-accredited law schools and apply it towards their University of New Mexico Juris Doctor degree. Common examples of such arrangements are international summer programs or relocation due to the employment situation of a spouse. The approval of an Associate Dean is required, and interested students should consult with Associate Dean Winograd for more information. Note that only passing grades (C or better) are transferable to UNM School of Law for credit and such grades are NOT included in the calculation of the student's cumulative grade point average. However, if a grade of C- or less is received, the grade will be calculated into the student's cumulative grade point average.

ADDITIONAL PROGRAM INFORMATION

The Natural Resources Certificate in Law. The requirements for the certificate fall into two categories: 1) Four credits in the *Natural Resources Journal* (Law 538 and 539), and 2) Twelve hours of other natural resource courses. This requirement can be satisfied in a number of ways. Most students fulfill it entirely with Law School courses but, with prior approval from one of the Deans of the School of Law and the Natural Resources Center, graduate courses in other departments may satisfy as many as six hours of this requirement. There is no pre-sign-up requirement for the certificate. To determine whether specific courses qualify, or to ask any other questions about the certificate program, contact the Natural Resource Center at the School of Law.

Indian Law Certificate. The Indian Law Certificate can be earned in the J.D. program by law students who meet the requirements for this specialized study of Indian Law. Students enroll in the certificate program in their second year and plan their studies with a faculty advisor from the certificate program. Certificate recipients must complete: 21 hours of coursework in Indian Law, including specific required courses; an experiential component available in clinical work and externship; the writing requirement for the J.D. in a study focused on an Indian Law subject; and academic performance standards in the specialty. Information on the certificate requirements are available from the Indian Law faculty advisor.

Co-Curricular Activities. All students in good academic standing may try out for the publication staffs and various trial competitions described below.

The New Mexico Law Review (NMLR). *The New Mexico Law Review* is a student-edited general legal journal published three times a year. The lead articles and symposium issues consist of articles written by practitioners and professors emphasizing recent developments in the law. The third issue of the *Law Review* contains an annual survey of New Mexico law in the form of pertinent case notes written by student staff members. Students are eligible for membership beginning their second year. As a *Law Review* staff member, the student is involved in extensive cite-checking and proofreading of articles for publication, and the student is also required to write a case note of publishable quality during the first year on staff. After successful completion of these requirements, the student is eligible for appointment to a position on the Editorial Board for the next year. A third-year student who does not receive a board appointment has the option to become an assistant editor or to write a comment for possible publication in the *Law Review*.

The Natural Resources Journal (NRJ). The *NRJ* is an internationally recognized quarterly devoted to the examination of resources issues. It is multidisciplinary and policy-oriented. To become an *NRJ* staff member, students must participate in a writing competition held two times a year: once between semesters and once in the summer. Students may apply during their first year for participation in their second year. Under the supervision of the editor-in-chief and processing editors, students aid in the production of the *Journal* by cite checking and proofreading, and they also research and write on a variety of environmental issues. They then have an opportunity to publish the results of their research in the *NRJ*. Also, students who are interested in applying for the *NRJ* Editorial Board may do so at the end of their second year of law school.

United States - Mexico Law Journal. The *U.S.-Mexico Law Journal* is published once a year. The articles are based upon presentations by experts in U.S. and Mexican legal issues made at an annual conference sponsored by the U.S.-Mexico Law Institute. The student managing editors and associated editors of the *Journal* attend the conference and edit the presentations. Students are selected as editors after their first year based on grade point average, demonstrated interest in international and Latin American law, and a writing sample.

In addition, the School of Law regularly sponsors student participation in team competitions (e.g., Mock Trial Competition, Philip C. Jessup International Law Moot Court Competition, National Moot Court Competition). Information regarding specific competitions is available on the School of Law's web site.

Law School Policy on Co-Curricular Activities

Academic Credit for Student Participation

A. *Natural Resources Journal* and *New Mexico Law Review*

- (1) Student staff members of the two publications shall receive two hours of academic credit per semester. These two hours include any seminar requirements of the publications.
- (2) Student members of the editorial boards of the two publications shall receive three hours of academic credit per semester.

B. *Trial Competitions*

A full-time member of the faculty shall offer Appellate Advocacy, a two (2) credit course, every Fall semester. All students who wish to participate in Moot Court competitions for credit shall be required to take the course in Appellate Advocacy as a co- or pre-requisite to participation in a Moot Court competition. Students who participate in a Moot Court competition by writing a brief and engaging in oral argument shall earn one additional

credit. Students who administer and develop problems for a Moot Court competition in the year following the year in which they themselves participate in a Moot Court competition may earn one additional credit.

Enrollment in the Appellate Advocacy course is not limited to those who wish to participate in Moot Court competitions.

Students may participate in Moot Court competitions without taking Appellate Advocacy, but may not earn credit for Moot Courts unless they have taken Appellate Advocacy either before or together with the Moot Court competition in which they wish to participate.

Coaching of Moot Court teams both with respect to brief-writing and oral argument will be provided by adjunct teachers and full-time members of the faculty to the extent allowed by the various competitions. The law school will make a good faith effort to provide a coach for each competition to the extent permitted by budgetary considerations.

SPECIAL TRANSITION RULE, 1999-2000 and 2000-2001 ACADEMIC YEARS ONLY:

Any student who has participated in an external Moot Court competition prior to the 1999-2000 academic year may receive credit for participation in any competition supervised by a faculty member or adjunct faculty member in academic years 1999-2000 and 2000-2001 without having to take Appellate Advocacy. One credit hour shall be awarded for any such participation in a Moot Court for which credit has not been granted previously, and the same amount of credit as provided under the rule existing prior to 1999-2000 shall be awarded for Moot Courts that have been approved previously.

In addition, the Law School's policy on REIMBURSEMENT OF EXPENSES will be as follows:

The School of Law will cover competition registration fees and will reimburse Moot Court and Mock Trial team members receiving course credit for travel expenses up to \$600 per person. Travel expenses exceeding this amount will be the responsibility of the team member, who may seek contributions from law school student organizations, University student organizations, and/or other entities.

Guanajuato Summer Law Institute. The Law Schools of The University of New Mexico, University of San Diego, and Texas Tech, in cooperation with UNM's Latin American Institute, offer six (6) weeks of summer law study in Guanajuato, Mexico, followed by an optional internship in a Mexican law firm. This Summer Institute features an introduction to Mexican Law and international law subjects related to Latin America. All courses are taught in English by American and Mexican law professors. The Institute has been approved by the Accreditation Committee of the ABA Section on Legal Education. A student must be in good academic standing to be eligible to attend the Summer Institute.

North American Student Exchange Program. The University of New Mexico is one of three law schools in the U.S. selected to participate in an exchange program between Mexico, Canada, and the United States. The program promotes a greater understanding of the legal systems and cultures of the member countries with an emphasis on the North American Free Trade Agreement. Two to three UNM students are selected each year to study for one semester in law facilities in Mexico and Canada. The students pay UNM tuition, receive a stipend to cover part of the expense, and receive twelve (12) hours of credit for successful completion of the course work. UNM students are eligible to participate after their first year of

law school with selection based upon a demonstrated interest in international law. Those students attending a law school in Mexico or French Canada must have excellent language skills in Spanish and French.

University of Tasmania Exchange Program: Whenever a student who has completed one (1) year at the University of New Mexico's School of Law wishes to attend the University of Tasmania School of Law, at his/her own initiative, that student may request permission to do so from his/her own Dean, who will then refer the request to the Dean of the other Law School. If both Deans agree that it is in the interest of the institutions and the student to attend the other Law School, permission will be granted. These occasional student-initiated visits may not exceed one (1) semester and they will be supervised by one faculty member at each Law School.

Any University of New Mexico student who wishes to participate in this program must comply with the requirements of the American Bar Association's "Criteria for Law School Approval of Student-Initiated Study Abroad for Academic Credit". The University of New Mexico will not grant more than twelve (12) semester hours of credit for study overseas. Students visiting the University of New Mexico or the University of Tasmania from the other institution will be formally registered at their home institution during the period of the visit, and continue to pay tuition and fees, and receive financial aid, as they would if they were attending classes at their home institution. Further, each Law School will treat any student visiting for the semester as that Law School would treat any other visiting student, and the Law School will supply the student with the same student amenities that it provides all other visiting students.



ORIENTATION

All Fall Semester courses for first-year students begin during orientation and attendance is required. Orientation is designed to assist new students in making a successful transition to the Law School. The orientation program includes information about the curriculum, faculty and staff, the Law Library, student organizations, the Mentor Program, and the Student Honor Code, as well as an overview of the first-year program.

COMMENCEMENT

Juris Doctor degrees are conferred three times per year at the conclusion of the Spring, Summer, and Fall Semesters. Commencement exercises are held once a year at the Law School at the end of Spring Semester. Graduating students and their families are encouraged to attend.

ATTENDANCE AND CLASSROOM STANDARDS

School of Law Class Attendance Policy. The Faculty reaffirms that it is the policy of the University of New Mexico School of Law that students must be in "regular and punctual class attendance" in courses in which the students are registered, including Clinic office hours. Each faculty member is authorized to enforce this rule in any manner (including but not limited to: assigning a failing grade in the course, assigning a lower grade for the course, or requiring a student to withdraw from the course with a grade of WP or WF) that the faculty member deems appropriate, so long as the attendance requirements, the

manner of taking attendance, and the penalties for excessive absences are clearly stated by the faculty member during the first week of class.

In the case of a prolonged illness or emergency, students should contact the Law School Registrar or an Associate Dean, who will notify the student's instructors. The student is responsible for arranging for missed assignments, etc.

Jury Duty. Occasionally students are summoned for jury duty. If the summons is for a time period which is inconvenient (e.g., during final exams), an Associate Dean may request that the court excuse the student from that particular panel and reassign the student to a later panel at a more convenient time. See Associate Dean Winograd for assistance.

Leaves of Absence or Reduction in Course Load. It occasionally becomes necessary for a student to interrupt or reduce his or her legal studies because of illness, financial, or other personal problems. A student finding himself or herself in such a situation should consult an Associate Dean to identify various alternatives and possible actions which would assist the student. The permission of a Dean is necessary to either reduce a semester course load below twelve (12) hours (unless it is the student's final semester) or to take a leave of absence from the School of Law.

Classroom Conduct. The instructor is responsible for all classroom conduct, behavior, and discipline. Any action that would disrupt or obstruct an academic activity is prohibited. Use of School of Law classrooms or other facilities during scheduled activities is limited to enrolled students and University personnel. Use of these facilities during nonscheduled periods should be arranged with the receptionist in the Administrative Office of the School of Law. Smoking, eating, and drinking are prohibited in all classrooms and teaching laboratories, including seminars.

Smoking Policy. Bratton Hall, the location of the University of New Mexico School of Law, is a smoke-free building.

Tape Recording of Classes. A student may record a class solely at the discretion of the faculty member teaching the class.

Compensation. A student may not receive compensation for any coursework (including Individual Research and Externships) for which he or she receives academic credit.

Dishonesty in Academic Matters. Each student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. The University reserves the right to take disciplinary action, up to and including dismissal, against any student who is found guilty of academic dishonesty or otherwise fails to meet these standards.

Academic dishonesty includes, but is not limited to, dishonesty in quizzes, tests or assignments; claiming credit for work not done or done by others; and nondisclosure or misrepresentation in filling out applications or other university records.

Students at the School of Law are governed by the Student Code of Conduct. Please refer to pages 35-43 for the complete policy statement.

HONORS, AWARDS AND PRIZES

Course Awards. A law professor has the option of noting the student who earned the top grade in each of his or her courses. Such notations are marked on the student's record. In addition, the student earning the top grade in courses is honored by receiving a CALI certificate.

Semester Honors. Any law student in good standing will be eligible for:

- Dean's List - grade point average of 3.50 or higher during a semester in which twelve (12) or more credit hours are earned, of which at least nine (9) are graded;
- Honor Roll - grade point average of 3.00 or higher during a semester in which twelve (12) or more credit hours are earned, of which at least nine (9) are graded.

As voted by the faculty, a student will receive honors if he or she (1) takes twelve credit hours in a semester, (2) at least seven of those credits are graded, and (3) the remaining five credits are received in Moot Court or journals.

Students enrolled in a formal joint-degree program shall be eligible for the School of Law's Dean's List and Honor Roll if they are enrolled in at least twelve graded credit hours from either school. Of these, at least nine credit hours must be at the School of Law and six of the nine credit hours must be graded. Only grades earned at the School of Law shall be included in the grade point calculation for such honors.

Graduation Honors. The J.D. degree may, in the discretion of the faculty, be awarded with the honors indicated to graduating students who have successfully completed the requirements prescribed by the faculty and who have achieved the following overall grade point averages in their law school work:

- | | |
|-------------------|------|
| • cum laude | 3.40 |
| • magna cum laude | 3.60 |
| • summa cum laude | 3.80 |

Students will not be eligible for election to the Order of the Coif or for any other academic honors based upon rank or cumulative grade point average unless they complete a minimum of 60 graded course hours at UNM School of Law, including no fewer than 20 graded first-year course hours at the UNM School of Law.

In the discretion of the faculty, a student who is ineligible for recognition under the above policy may receive special recognition for outstanding academic performance at the UNM School of Law.

Order of the Coif. A chapter of the Order of the Coif was established at the School in 1971. This prestigious national organization honors the top ten percent of each year's graduating class.

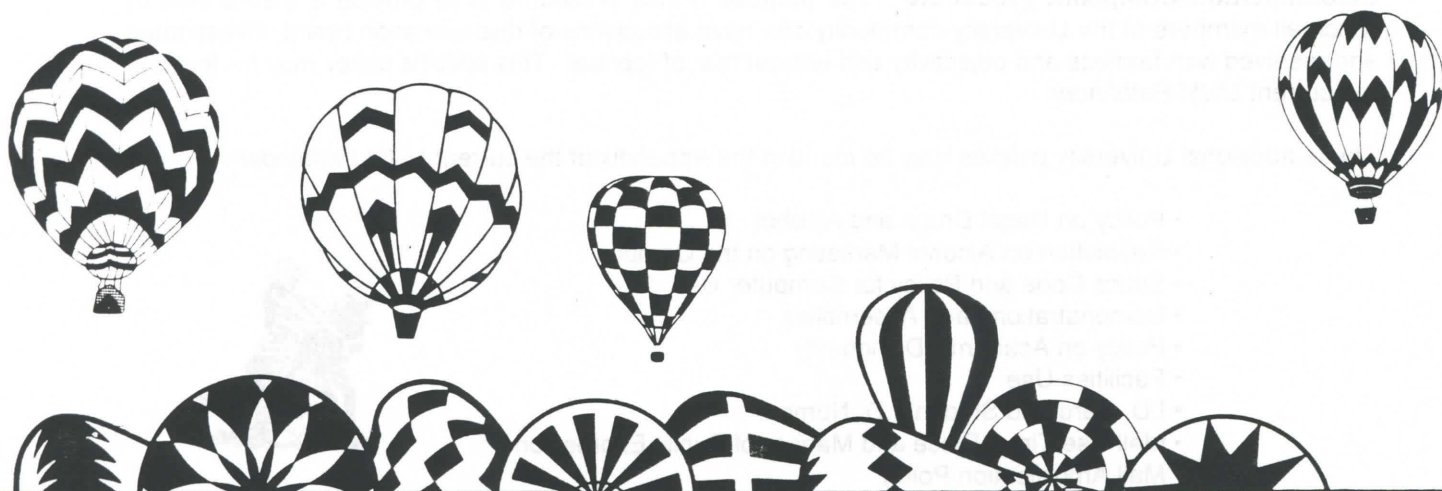
Thesis Honors. The faculty annually may award one or more special certificates of honor to students who produce a thesis of exceptional quality. Supervising faculty may nominate a student's thesis for honors. All nominated papers will be read by a committee annually appointed by the Dean. If the Committee agrees that the student's thesis is of exceptional quality, a certificate of honor shall be awarded to the student.



Awards and Prizes. The faculty recognizes outstanding academic achievement and significant contributions to the Law School community through these awards:

- Alumni Association Writing Prize -- given in recognition of excellent legal writing.
- Paul Bohannon Award -- recognizes excellence in environmental law.
- New Mexico State Bar Association Business Section Writing Contest Award.
- Helen Carter Writing Prize -- given in recognition of excellent legal writing.
- West Group Award -- recognizes excellence in domestic relations law.
- Honors in Clinical Law -- recognizes outstanding performance in the clinical program.
- Margaret Keiper Dailey Award -- given in recognition of awareness of social problems, concern for people in trouble, and professional dedication to equal justice for all.
- Dean's Awards -- honors students for outstanding contributions to the Law School community.
- Faculty Award -- recognizes outstanding contributions to the Law School community.
- American Bankruptcy Institute Medal -- for excellence in bankruptcy studies.
- Freedman, Boyd, Daniels, Peifer, Hollander, Guttman & Goldberg Prize -- recognizes excellence in criminal law.
- The Frederick M. Hart Prize -- honors students who have shown excellence in commercial law.
- Health Law Scholar Award -- presented to a third-year student who has demonstrated interest and proficiency in health law.
- Award for Excellence in International and Comparative Law Award.
- Don G. McCormick Endowed Writing Prize -- established by Margo J. McCormick in memory of her father for recognition of excellent legal writing.
- Julie Raymond McCulloch Memorial Award -- presented to a student who has shown outstanding scholarship and a demonstrated interest in the field of constitutional law.
- H. McLeod Prize -- presented to third-year student who has demonstrated interest and skill in advocacy.
- Award for the Most Scholastic Achievement over three years.
- Irwin Stern Moise Award in Legal and Judicial Ethics -- recognizes a third-year student deemed most deserving on the basis of demonstrated scholarship, interest, and activity in the fields of legal and judicial ethics.
- Hugh B. Muir Award -- in honor of Professor Muir, this award recognizes an outstanding third-year student who has excelled in tax law.

- National Association of Women Lawyers' Award -- presented to a third-year student for academic achievement, interest, and contribution to the advancement of women in society.
- Robert C. Poole Merit Award -- established by the law firm of Poole, Kelly & Ramo, in honor of the firm's founder, to be awarded to the first-year law student with the highest grade point average.
- Elizabeth Ann Randel Award -- for initiative and innovation toward race and gender justice.
- The Rodey Merit Scholarship -- established by the law firm of Rodey, Dickason, Sloan, Akin & Robb, P.A. to be awarded to a first-year student who has demonstrated the potential to make an outstanding contribution to the study of law.
- Lewis R. Sutin Award -- in honor of Judge Sutin, formerly of the New Mexico Court of Appeals, this award is presented to an outstanding student in either trial or appellate advocacy.
- Tort Scholar Award -- presented to a third-year student who has demonstrated interest and proficiency in tort law.
- The Jerrold L. Walden Memorial Award -- established as a memorial to Professor Walden, this award recognizes a student who has evidenced the qualities of heart that distinguished Professor Walden.
- Wall Street Journal Award -- recognizes students for excellence in corporation and business law.
- Albert E. Utton Natural Resources Law Award.
- West Group Award -- recognizes outstanding scholastic achievement by a member of the third-year class.
- Lexis Awards -- acknowledges outstanding contributions to scholarship by members of the third-year class.
- The Mary Beth & W. Richard West, Jr. Award for Excellence in Indian Law -- established by W. Richard & Mary Beth West, this prize is for a third-year Native American student who has shown excellence in and commitment to the area of Indian Law.



STUDENT GRIEVANCES

There are a variety of policies that address student issues. This section is designed to identify some of them. Matters of concern to students that do not fall under the provisions of the Student Honor Code or other specific processes described in this publication should be brought to the attention of the Dean or one of the Associate Deans.

Rights and Responsibilities at the University of New Mexico. The purpose of this statement is to help clarify relationships between the Regents and the Administration, Faculty, and Students of the University. It is a statement of the kinds of conduct that will lead the University into disciplinary action. This refers to behavior which adversely affects the University's educational function, disruption of community living on campus, or interference with the rights of others to the pursuit of their education or to conduct their University duties and responsibilities. This specific policy may be found in the current *UNM Pathfinder*.

Sexual Harassment Policy. Sexual harassment is a violation of Title VII of the Civil Rights Act of 1964 and Title IX of the Educational Amendments of 1972. The purpose of this policy is to foster dialogue, and take action to prevent, correct, or discipline behavior as delineated in the policy. This specific policy may be found in the current *UNM Pathfinder*.

Student Employee Grievance Procedure. This policy provides a due process mechanism for all student employees when a grievance results from a violation of University policy which adversely affects a student employee (termination without correct procedure, etc.). This specific policy may be found in the current *UNM Pathfinder*.

Student Grade Grievance Procedure. This School of Law policy describes the procedure to be followed when a student objects to a grade (see page 14).

Student Standards and Grievance Procedure. This policy is used for resolution of disputes between students and faculty or staff of the University as well as procedures for handling disciplinary matters. This includes academic disputes, disciplinary matters brought against students, academic record disputes such as grades, dishonesty, enrollment or disenrollment or withdrawal. This specific policy may be found in the current *UNM Pathfinder*. **EXCEPTIONS:** Academic dishonesty disputes involving students of the School of Law are handled by the Student Code of Conduct found on pages 35-43. Academic record disputes involving students of the School of Law are handled by the policy on Student Objection to Grade found on page 14. In cases of disciplinary violations which violate the Law School's Student Code of Conduct, the Law School Student Code of Conduct shall apply (see pages 35-43).

Discrimination Complaint Procedure. The purpose of this procedure is to provide a mechanism by which all members of the University community can have allegations of discrimination heard, investigated and resolved with fairness and objectivity and without fear of reprisal. This specific policy may be found in the current *UNM Pathfinder*.

These additional University policies may be found in the Appendix of the current *UNM Pathfinder*:

- Policy on Illegal Drugs and Alcohol
- Resolution on Alcohol Marketing on the Campus
- Ethics Code and Policy for Computer Use
- Demonstrations and Assemblies
- Policy on Academic Dishonesty
- Facilities Use
- I.D. Card and Student I.D. Number
- Mall Use/Time, Place and Manner of Public Expression
- Mall Amplification Policy



- Policy on Outdoor Vendors
- Student Union Building: Prohibited Conduct
- Off-Campus Speakers Policy
- Outdoor Entertainment
- Resident Status in New Mexico
- Military Withdrawal
- Telephone Policy
- Smoking Policy
- Weapons Policy



STUDENT EDUCATIONAL RECORDS

The University has an approved policy for confidentiality of student records. This policy is in accordance with the Family Educational Rights and Privacy Act of 1974 (P.L. 93-380, 513).

Official academic records are maintained by the Office of the Registrar. Records and documents pertain to a student's academic standing and progress, including admissions application, college transcripts, test scores, grades, and academic standing.

Educational records are also maintained by the Law School and other University offices. Officials responsible for all official educational records are identified as deans, directors, or department heads in the University catalog.

All enrolled and former students may have access to their educational records maintained within the University. Those individuals and agencies having access to a student's records include:

1. University faculty and staff performing their job responsibilities related to academic and educational programs.
2. Parents claiming the student as a dependent on their federal income tax return.
3. Scholarship and other financial aid organizations supporting the student.
4. State and local officials who must, by law, receive information from UNM.
5. Organizations carrying out any accrediting program offered by UNM.
6. Appropriate persons in an emergency.
7. Any party designated by a valid court order. (Since it is not generally University policy to release information based solely on an order of subpoena, such instances will be referred to the Office of University Counsel.)

8. Any person with the written consent of the parent for students under age 18, or the student if over age 18.

UNM has defined public information as: a student's name, local and permanent addresses, telephone listing, date and place of birth, major field of study, classification, dates of attendance, honors and degrees awarded, participation in officially recognized activities and sports, weight and height of members of athletic teams, and most recent previous educational agency or institution attended by the student.

Public information is available to the general public and will be released unless an annual written request to withhold the information is on file in the Records Office and the Law School. Such requests must be submitted within two weeks of the start of each semester. Offices maintaining educational records provide student with an opportunity to review their educational records. Students have the right to challenge the content of the record (except grades). If the student feels the information is misleading, inaccurate, or otherwise in violation of the student's privacy or other rights, specific information concerning the student's challenge of record may be obtained from the Office of the University Secretary who maintains the policy on the confidentiality of student records.

Questions regarding student records and UNM's policy concerning the confidentiality of such records should be directed to the office maintaining the specific records in question. Any dispute over the contents of the records will be handled through informal meetings or discussions in the office where the record is maintained. If informal meetings are not satisfactory, a student has the right to a formal hearing.

Student Address Changes. Address change forms are available at the Reception Desk in the Administrative Office of the Law School. These forms may also be found in the Registration Center on Main Campus.

Name Changes. Students who need to process a change of name for their academic records must bring appropriate documentation (at least two types of I.D. showing the new name) to the Records Office in the Student Services Center on Main Campus. Examples of such documentation are: marriage certificate, birth certificate, or court order for legal name change. Name changes will be processed only for currently enrolled students. The School of Law can not make a name change on a student's law school records until after official notification is received from the Records Office.

Law School Academic Records. The School of Law Registrar issues both official and unofficial copies of School of Law academic records. These records show all law school coursework, honors, residence credit, and grade point averages. (Students needing University transcripts, which show ALL work completed at UNM, regardless of college affiliation, should contact the University Registrar for a copy of their University transcript). The student's signature is required to authorize the release of their record. Academic record release forms are available in the Law School reception area. There is no charge for copies of a Law School academic record.

NOTE REGARDING REQUESTS TO FAX ACADEMIC RECORDS: Although the School of Law will fax academic records in emergency situations, the very nature of telephone transmission renders the document "unofficial." The student or alumnus may be asked to cover any costs incurred in the faxing process.

Holds on Records. No academic records or grades will be released to the student or to any other person or institution until all the student's outstanding obligations to the Law School and University have been paid or until satisfactory arrangements have been made. These obligations include, but are not limited to, loans, library fines, duplicating fees, tuition and fees, and other charges. Academic records may also be held for non-financial reasons such as incomplete admission status.

Student Code of Conduct

(Adopted March 1983)

Preamble

We, the students of the University of New Mexico School of Law, recognize that integrity of the highest order is expected of each of us, and as members of a self-governing student body do hereby adopt the following document, which states the minimum standards of honesty to be followed by students in this institution.

I. Persons Subject to this Code

Any person enrolled in the University of New Mexico School of Law is subject to the provisions of this Code. When any person is accused of violating this code while a student, but has since disenrolled, transferred, taken a leave of absence, graduated or otherwise ceased to be enrolled as a student, the accuser shall notify the Dean of the Law School. The Dean shall notify appropriate authorities for an appropriate investigation. This notification shall go to any school in which the person is enrolled, and any State Bar Association or other relevant professional licensing office or association in which the person is a member or is applying for membership.

II. Standard of Conduct

Every student shall be honest and candid with students, faculty, staff, and administrators, and shall conduct himself/herself in a professional manner.

III. Substantive Provisions

A. Examinations

1. Every student shall abide by the principle that each examination shall be the product of his/her own knowledge.
2. Every student assumes the burden of compliance with the provisions of this Code.
3. It shall be a violation of the Code for a student:
 - a. To use prior to an examination any information concerning the content of the examination, unless such information is authorized by the faculty member concerned.
 - b. To bring into the examination room books, papers, or other materials of any sort unless authorized by the instructor, with intent to use such materials to aid one's self or any other student in any way during the examination.
 - c. To refer to unauthorized books, papers, or other materials during the course of the examination, whether inside or outside the examination room.
 - d. To communicate during the examination in any manner with another student concerning the examination.

- e. To display one's examination paper with the intent to aid another student, or to look at the examination paper of any other student with intent to copy or use information from it.
- f. To fail to turn in the examination materials at the appointed time.
- g. To take more time to complete an examination than is allowed.
- h. To have an examination in one's possession unless authorized by a faculty member.
- i. To discuss an examination already taken with another student who will take the examination at a later time.
- j. To prepare, to encourage, to counsel or to combine with another to violate the above provisions.

B. Papers

- 1. Every student shall abide by the principle of academic honesty in all written work.
- 2. Plagiarism is a violation of the Honor Code. Plagiarism is defined as the knowing use of the ideas or words of another without indicating such use fully and accurately.
- 3. It shall be a violation of the Code if a student intentionally fails:
 - a. To cite fully and accurately the source of an idea taken from another;
 - b. To place in quotations material used from a source and to cite fully and accurately such material; or
 - c. To cite fully and accurately material paraphrased from a source.

C. Law Library

- 1. Every student shall respect the integrity of our library's collection and facilities and shall respect the rights of others in their use of the library.
- 2. It shall be a violation of the Code for a student:
 - a. To intentionally damage or destroy library property (including, but not limited to: books, microforms, equipment or furniture).
 - b. To hide or secrete library materials within the library.
 - c. To violate library rules concerning checkout* procedures for library materials with the knowledge that such violations deprive others of those materials.



D. School Activities

1. Every student shall be honest in his/her every action with regard to all Law School-related activities. Such activities include, but are not limited to:
 - a. Moot Court competitions;
 - b. Client Counseling competitions;
 - c. Clinical Law programs;
 - d. *Law Review* activities;
 - e. *Natural Resources Journal* activities;
 - f. All other academic activities.
2. It shall be a violation of the Code for a student to lie, cheat, steal, be dishonest, or otherwise act contrary to the provisions of this Code while participating in, or preparing for, the above-mentioned activities.

E. Property

1. Every student shall respect the property rights of every member of the faculty, staff, student body, and of the University and its employees.
2. It shall be a violation of the Code for a student:
 - a. To take University property with the intent to permanently deprive the University of the property.
 - b. To take property belonging to students, or to any member of the faculty or staff without the owner's permission with intent to temporarily or permanently deprive the owner of the property.

F. Honesty

1. Every student shall be honest and candid in his/her every action.
2. It shall be a violation of the Code for a student:
 - a. To lie.
 - b. To represent someone else's work as his/her own.
 - c. To use any unauthorized research materials.
 - d. To intentionally misrepresent material information in applying for financial aid, work-study, relief from academic suspension, or school-related programs, activities and benefits.

G. Compliance with Code Procedures

1. An effective code depends for its enforcement on the professional responsibility and individual integrity of those functioning under it.
2. It shall be a violation of the Code for a student:
 - a. To witness or know of a Code violation and not to report the offense, the names of the offender(s), and all relevant circumstances of the violation.
 - b. To refuse to appear when requested as a witness at an Honor Board hearing.
 - c. To disclose any fact concerning an Honor Board Hearing except as provided by this Code.

H. The specific provisions enumerated above do not preclude disciplinary action for other violations of the spirit of the Code.

IV. Procedure for Reporting an Honor Violation

- A. A student who sees or learns of an apparent violation is encouraged to confront the suspected person and ask for an explanation. If an explanation is given that clears up the matter, i.e., the witnessing student is convinced there was no violation, this should end the matter, except as provided for below.
- B. If an apparent violation is resolved under the provisions of Paragraph IV(A) the witnessing student shall verbally report to the Student Bar Association (SBA) president, without revealing the previously suspected person's name, the incident and its resolution.
- C. A student who sees or learns of an apparent violation who prefers not to confront the suspected person, or who has confronted the suspected person, or who has confronted him/her and been given no explanation or an inadequate explanation, shall report the incident to the SBA president. This report should be made within 48 hours of the incident or as soon as possible. If the student prefers, they may consult with a faculty member for advice prior to reporting to the SBA President. This faculty member shall not be in any way involved in the alleged violation nor in any resulting investigation or Honor Board hearing.
- D. A faculty or staff member who sees or learns of an apparent violation should report the incident to the SBA president within 48 hours of the incident or as soon as possible.
- E. The SBA president, with the reporting witness, shall write a brief report of the alleged violation. The report shall include the following:
 1. The nature of the alleged violation;
 2. The time and date of the alleged violation;
 3. The name of the accused;
 4. The name of the reporting witness;



5. The names of any other witnesses.
- F. The SBA president shall deliver a copy of his report to the investigator to facilitate the investigation.

V. Investigation

- A. An investigation will be conducted by the Third Year Faculty Representative, unless they are not available, or are involved with or reasonably potentially involved with the allegation, in which case they must decline to serve as Investigator. If the Third Year Faculty Representative is not available or must decline to serve, a Third Year class member shall be nominated by the SBA President and approved by a majority vote of the SBA Executive Committee.

The Third Year Faculty Representative may serve as Investigator in the Spring and Summer prior to beginning their third year, once elected. The Investigator may ask the Executive Committee to excuse them from their duties, and any person under investigation may also ask the Executive Committee to excuse and replace the Investigator from their duties. The Executive Committee may consider these requests, but is not required to follow them, and must show good cause for the change in investigator.

- B. The Investigator will evaluate the circumstances of a case to determine whether an incident should be considered by an Honor Board.
- C. An investigation should not interfere with the accused's examinations. Measures, though, should be taken to insure a timely investigation.
- D. The investigation will consist of the following:
 1. The Investigator shall talk to the reporting witness, the accused, any other witnesses, and all other persons, including faculty and staff, who may have relevant information. Written statements should be taken from all witnesses.
 2. After all witnesses have been interviewed and the investigation is complete, the Investigator will decide if an Honor Board hearing shall be convened, according to paragraph three.
 3. If the Investigator calls for an Honor Board hearing, they shall notify the SBA President, who shall then convene it in a timely manner. If the Investigator calls for further investigation by another investigator, all records shall be turned over to that second investigator. If the Investigator calls for further investigation by a University or Police Authority, they shall make a report to that authority and preserve evidence for that investigation. If the Investigator does not call for further investigation nor for a Board hearing, the case will be dismissed and all records generated by the investigation will be destroyed immediately by the SBA President.
 4. If the Investigator decides that there is a probability of an Honor violation he/she shall write a detailed report of the investigation and its result. This report shall include the following:

- a. The nature of the alleged violation;
 - b. The time and date of the alleged violation;
 - c. The name of the accused;
 - d. The name of the reporting witness;
 - e. The names of any other witnesses;
 - f. A summary of the information gained from the investigation;
 - g. All written statements;
 - h. A summary of all oral statements not recorded;
 - i. The recommendation of the Investigator.
- E. The Investigator shall deliver his report to the Senior Officer (see Paragraph VI (A)). The Senior Officer shall provide the accused with all of the information in the Investigator's report.

VI. Honor Board

- A. The SBA president is the Senior Officer and shall act as an advisor to all parties to the hearing. He/she shall preside at the hearing and make all decisions that are necessary for its proper functioning.
- B. The Honor Board shall consist of the SBA Executive Committee, plus one faculty member. The Senior Officer will not participate in the deliberations of guilt or innocence or sanction, and will not cast a vote. The Executive Committee shall select the faculty member from a list of three recommended by the Dean. If a member of the Honor Board is excused by the Senior Officer from serving for any reason, the Executive Committee of the SBA shall approve by majority vote a replacement nominated by the Senior Officer and who shall be selected from the excused party's academic class.
- C. The accused has a right to voir dire all Honor Board members and challenge any of them for cause.
- D. The Honor Board itself will make all decisions on the accused's challenge(s) for cause. Removal as a result of a challenge for cause shall be by a majority vote of the Honor Board, excluding the vote of the person being challenged. The Senior Officer has a vote for these purposes. In the event of a tie vote, the person challenged shall be removed.
- E. In the event the SBA president cannot participate as Senior Officer he/she shall be replaced by the next highest ranking SBA officer. That person shall then be the acting Senior Officer.
- F. The Honor Board shall convene elsewhere than at Bratton Hall.
- G. The Honor Board hearing shall be closed to all persons except Honor Board members, the accused, the accused's counsel, the reporting witness, all other witnesses, a hearing reporter and the Investigator.

- H. The Honor Board hearing shall never be held during a Law School examination period.
- I. The Senior Officer shall notify the Honor Board members, the Dean, and all parties and witnesses of the date, time, and place of the Honor Board hearing no later than six days prior to the hearing.
- J. The Senior Officer shall require all members of the Honor Board to give him/her their assurance that each member supports this Code of Professional Conduct.
- K. The Senior Officer shall keep the Dean informed of the general nature of the Honor Board proceedings. The names of the reporting witness and accused will not be revealed unless and until there has been a determination of guilt and such revelation is necessary for the imposition of the sanction.
- L. The accused and the person reporting the alleged honor violation and all witnesses called by the accused, the reporting witness, or the Honor Board shall appear at the Honor Board hearing.
- M. Prior to the Honor Board hearing, the Senior Officer shall deliver to the accused a copy of the initial Honor Violation Report which shall include the time, date, and place of the Honor hearing. The accused shall be instructed in writing, of his/her rights, which are in Section VII of this Code.

VII. Honor Board Hearing

- A. The Senior Officer shall read the nature of the alleged violation, the time and date of the alleged violation, the names of the accused and reporting witness, and the conclusion of the Investigator. The Senior Officer shall also explain to all parties the procedures to be followed in the hearing.
- B. The Investigator shall present the case against accused.
- C. The Investigator shall make an opening statement.
- D. The accused shall have an opportunity to make an opening statement.
- E. The Investigator shall present all witnesses, testimony, and other information and evidence relevant to the investigation of the accused.
- F. The accused may cross-examine all witnesses against him/her.
- G. The accused shall have the opportunity to refute the testimony against him/her or to explain the circumstances which led to the charge. The accused shall have full opportunity to present witnesses in his/her behalf. The accused shall not be required to testify. The accused has the right to confront the reporting witness and other witnesses. The accused may be represented by counsel or faculty member.
- H. The Honor Board may call witnesses and hear further evidence to explain the circumstances under investigation. The Board may question any witnesses and review any evidence.
- I. The Senior Officer has the discretion to grant recesses and to stay the proceedings if the circumstances require it.

- J. The accused shall have an opportunity to make a closing statement.
- K. The Investigator shall make a closing statement.
- L. At any point prior to or during the hearing the accused may plead "guilty" and waive the right to a hearing.
- M. At the conclusion of the presentation of evidence the Honor Board shall retire to deliberate.

VIII. Determination of Honor Code Violation

- A. Prior to its deliberations the Senior Officer shall instruct the Honor Board that:
 - 1. Determination of guilt or innocence of the accused shall be without consideration of any sanction under this Code; and
 - 2. The accused shall not be found guilty unless members of the Honor Board unanimously are convinced the accused is guilty, or the accused pleads guilty.
- B. If the accused is found to be not guilty, all records of the hearing shall be destroyed immediately by the Senior Officer.
- C. If the Honor Board finds the accused guilty, it shall then consider the sanction to be imposed.

IX. Sanctions

- A. The sanction shall be determined by a majority vote of this Honor Board.
- B. The sanctions which may be imposed by the Honor Board include, but are not limited to, the following:
 - 1. verbal reprimand;
 - 2. written reprimand;
 - 3. written reprimand to individual with copy to remain in individual's file until graduation;
 - 4. written reprimand to individual with copy to remain permanently in individual's file;
 - 5. recommendation to professor for grade change;
 - 6. removal from related activity, e.g., Moot Court competition;
 - 7. suspension from school;
 - 8. permanent expulsion from school;
 - 9. any combination of the above.

- C. The Dean may not increase the severity of the sanction imposed by the Honor Board, but may reduce it for good cause.

X. Imposition of Sanction

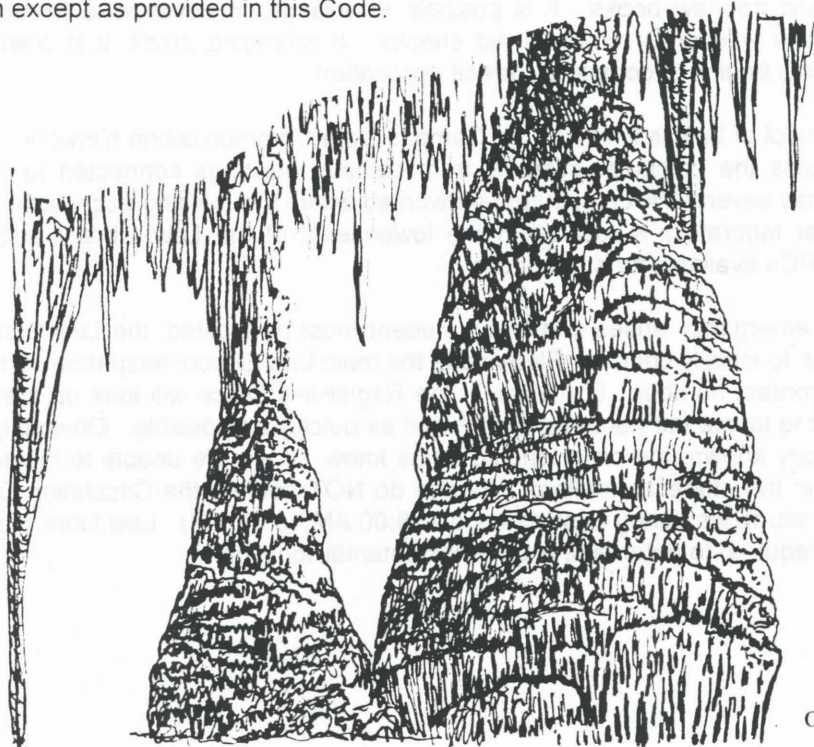
- A. After the Honor Board has decided upon a sanction it shall, in the presence of the accused and the Senior Officer, announce its decision.
- B. If the sanction includes a verbal reprimand it shall be immediately given by the Senior Officer. All other sanctions will be given within 72 hours or as soon as possible.
- C. Within 24 hours of its decision the Honor Board shall express its decision in a written statement to the Senior Officer. The Senior Officer shall deliver copies of the decision to:
1. The accused, and
 2. The Dean. (The names of the accused and/or the reporting witness will be excised prior to delivery to the Dean unless such information is necessary for the imposition of any sanction.)
- D. All records generated, but not destroyed pursuant to this code, shall be sealed and kept in the School vault for three years. After three years have passed, all records shall be destroyed by the Dean.

XI. Administrative and Judicial Review

This Code in no way limits the availability of existing administrative and judicial review.

XII. Confidentiality

All Honor Board proceedings, records, and actions shall be considered confidential in nature. No person other than the accused having knowledge of such proceedings or actions shall reveal anything concerning them except as provided in this Code.



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LAW STUDENT SERVICES

Law Student Services is located in the Administrative Suite (Room 2020) of Bratton Hall. Students having any questions or needing any special assistance are encouraged to stop in at Room 2020.

Academic Support Programs. There are a number of academic support programs designed to help students adjust to the first year of law school. Tutorials in each substantive course are available in the spring semester to first-year students. Tutors are chosen from among outstanding upper-class students.

If you need additional advisement or counseling on any aspect of your law school experience, contact Associate Dean Winograd.

Stress Management. University Mental Health Services at the Student Health Center on Main Campus provides assistance with problems, such as stress management and anxiety, that interfere with successful functioning. They also provide other psychological services. Students may make arrangements for services by calling 277-4537, Monday through Friday, 8:00 AM - 4:00 PM.

Special Services for Students with Disabilities. Special services are available at UNM to ensure access for students with learning disabilities and varying mobility, visual or hearing abilities or learning disabilities. The School of Law makes every effort to accommodate the needs of handicapped or disabled students. If you need assistance, contact Associate Dean Winograd or the Law School Registrar to make arrangements. In addition, Disabled Student Services and Student Support Services in Mesa Vista Hall 2021 (277-3506/3507) will provide support to the special needs student, such as readers, interpreters, cassette recorders and tapes, computer access, etc. In order to receive services, students must see a counselor prior to being admitted to this program. Student Support Services makes available copies *A Guide to Special Services for Students With Disabilities* upon request.

Bookstore. Booklists are prepared prior to each semester and are available in the Law School's Main Office. The UNM Bookstore has a Medical/Legal Branch which stocks all law textbooks and materials. The Medical/Legal Bookstore (277-5827) is located on the lower level of the Family Practice Center directly south of the Law School on the Medical School campus. In addition to those items on hand, the Bookstore can special-order books for students. The Main Campus Bookstore (277-5451) carries additional supplies, and non-law books. It is possible to arrange, in advance, a Bookstore charge for those students who are waiting for financial aid checks. If arranging credit, it is best to stop by the Bookstore before school begins to complete a credit application.

Computers. The School of Law is linked to the Campus Data Communication Network, or CDCN, which permits users to access the computer systems from campus buildings connected to the network. In addition, the School has several VAX computers networked within the building accessible for student use. The student computer laboratory is located in the lower level of the Law Library and has terminals, printers, and several PCs available for student use.

Emergencies. If an emergency arises and a law student must be located, the Law School Registrar is the appropriate person to initially contact. Please use the main Law School telephone number (277-2146) as your emergency contact number. Someone in the Registrar's Office will look up the student's class schedule and attempt to locate the necessary individual as quickly as possible. Obviously, if the location of the student is already known, the caller should let us know. If we are unable to locate the student, a message will be left in the student's mailbox. Please do NOT contact the Circulation Desk of the Law Library in emergency situations during business hours (8:00 AM - 5:00 PM). Law Library personnel do not have the information required to determine a student's potential location.

Health Care. The Student Health Center is located on Main Campus. For students taking over 6 credit hours medical visits are prepaid from an allocation from student fees. Students with fewer than 6 hours pay a fee for office visits. Fees for lab tests, x-rays, and procedures are less than community rates. An urgent care clinic is available, but most visits are by appointment. A student I.D. is required. The SHC is open from 8:00 am-5:00 pm, Monday-Friday, for appointments. The urgent care clinic operates from 8:00 am-8:00 pm, Monday-Friday and 10:00 am-6:00 pm on weekends. There is also a pharmacy in the Student Health Center. The pharmacy fills prescriptions from all New Mexico licensed physicians. The pharmacy will call your out-of-state physician for some prescriptions. Also in the same facility is the Student Mental Health Service. Mental Health offers counseling, psychotherapy and referral services for individuals, couples and groups. Any student taking at least six credit hours may use the services. The first two visits are without charge; additional visits are low cost. Counseling is provided on both an appointment and emergency basis. The Crisis Center at 2600 Marble NE (843-2800) may be used for emergencies past 5:00 pm and on weekends. Visits are confidential.

Mailboxes and Messages. Each student is assigned a mailbox located in the Law School Snack Bar in the center of the first floor of Bratton Hall. All student messages, mail, and official Law School notices are distributed through these mailboxes. Thus, mailboxes should be checked frequently. NOTE: Confidential or important information (such as grades or academic records) are NOT delivered to student mailboxes, but the student is notified that the information is available from Faculty Support Services or the Registrar's Office.

Parking. All weekday University parking requires a paid UNM parking permit. A few metered spaces are also available. Permits for disabled students can be secured with a letter from the Student Health Center for special zone parking. Cars parked illegally will be ticketed and/or towed. Motorcycle permits are also available for special zone parking. Additional information is available from Parking Services at 1712 Las Lomas (277-3729).

Career Services. The School of Law provides career counseling and placement assistance to students. Many private firms, state and federal government agencies, and public interest legal institutions regularly send representatives to interview students at the school. In addition, the Law School sponsors a career fair that brings together students and employers to discuss various types of employment. The Law School offers assistance to students in the areas of career decision making, resume writing, interviewing, and other job search skills. It also offers programs each year to acquaint students with traditional and nontraditional careers for lawyers. Career resource materials are available in the Career Resource Office located on the lower level of Bratton Hall, Room 1113, and the Director of Career Counseling and Placement is available in Room 1116.

Veterans Affairs. The University of New Mexico is approved for certification of students eligible to receive educational assistance from the Veterans Administration. If you are eligible, please report to the UNM Veterans Affairs Office, University College, Room 11 after registration is completed and you have verification of your classes so that your educational benefits can be started or continued. For more information call 277-3514.

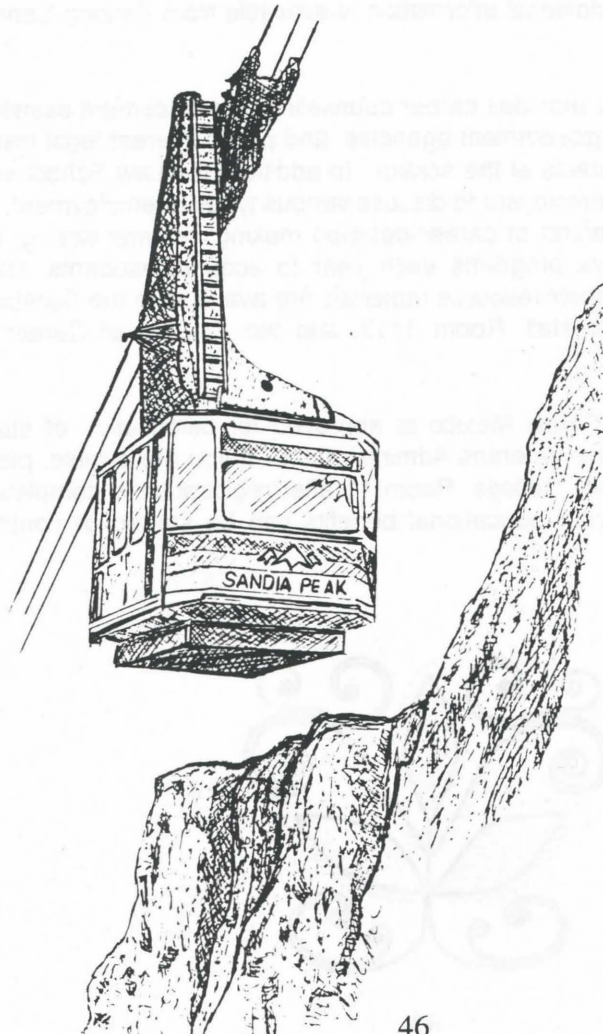


EQUAL EDUCATIONAL OPPORTUNITY POLICY

The University of New Mexico is committed to providing equal educational opportunity and forbids unlawful discrimination on the basis of race, color, religion, national origin, physical or mental handicap, age, sex, sexual preference, ancestry, or medical condition. Equal educational opportunity includes: admission, recruitment, extracurricular programs and activities, housing, facilities, access to course offerings, counseling and testing, financial assistance, employment, health and insurance services and athletics. In keeping with this policy of equal educational opportunity, the University is committed to creating and maintaining an atmosphere free from all forms of harassment.

AFFIRMATIVE ACTION POLICY

The University of New Mexico is committed to providing equal educational and employment opportunity regardless of sex, marital and parental status, race, religion, sexual preference, age, national origin or handicap. Title IX of the Educational Amendments of 1972 prohibits discrimination on the basis of sex in any educational program or activity receiving federal assistance by way of grant, contract, or loan. Title VI of the Civil Rights Act of 1964 is similar in its prohibition of discrimination on the basis of race, color, or national origin, and section 504 of the Rehabilitation Act of 1973 prohibits discrimination against qualified handicapped persons.



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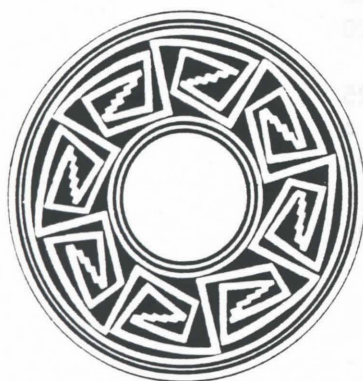
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