

## **Semester Abroad Rules and Requirements**

These rules apply to Santa Clara law students who wish to study abroad for a semester. This program enables a limited number of Santa Clara law qualifying students to take a semester of law studies abroad at one of the selected universities with which the School of Law has a reciprocal agreement.

The following rules govern the student-exchange programs available worldwide. All references to “the administrator” refer to the Managing Director of the Center for Global Law and Policy.

### **1. Eligibility to study abroad for a semester**

Subject to the application and approval process described below, students who have successfully completed three semesters of full-time law studies (or the equivalent amount and type of part-time law studies), with a cumulative GPA of at least 3.30 and no grade lower than a C+ in any course, are eligible to earn academic credit toward the J.D. degree for approved studies at a foreign law school participating in the exchange program.

Before applying to attend a designated foreign school, students enrolled in or contemplating enrollment in the SCU joint J.D./MBA degree program should consult with the relevant faculty advisor to determine whether or to what extent credit earned at a foreign school would count toward the joint degree .

### **2. Application requirements and deadlines**

Eligible students who wish to earn academic credit for studies at a designated foreign law school shall formulate a plan of foreign study that

- a. Identifies the foreign school and either the specific courses or the general type of courses in which the student wishes to enroll;
- b. Reflects consultation with the administrator and with a representative of the foreign school concerning the school's requirements and enrollment timetable;
- c. Reflects consultation with the senior assistant dean for student services concerning the satisfaction of residency requirements, the possibility of obtaining honors at graduation, or other matters that the assistant dean believes appropriate;
- d. Reflects consultation with appropriate persons concerning the scope and availability of any financial aid that may be necessary to fund the studies abroad;
- e. Reflects consultation with appropriate faculty concerning the extent to which foreign study may be counted toward the requirements of any specialty certificate the student wishes to obtain;

The student shall then complete an application form available from the Center for Global Law & Policy that --

- a. Describes the student's plan
- b. Identifies the student's relevant foreign-language proficiency, if required
- c. Describes the relationship between the program of foreign study and the student's academic interests or career objectives
- d. Discusses any other matters bearing on the educational value of the foreign study for the student.

Thereafter, the administrator shall review the application, together with the student's law school transcript, and determine whether to approve the application.

The application must be submitted by July 15th for proposed foreign study during the ensuing spring semester, or by February 15th for proposed foreign study during the ensuing fall semester.

The administrator shall base approval or disapproval of the application on assessment of

- a. The student's law school academic record and co-curricular activities
- b. The SCU law classes, if any, in which the student intends to enroll upon return
- c. The nature and number of the classes at the foreign law school in which the student intends to enroll
- d. The relationship between the classes at the foreign school and the student's demonstrated interests or career objectives
- e. Any other factors the administrator deems reasonably appropriate in evaluating the suitability of the foreign study

The administrator may place appropriate conditions on the foreign study, such as requiring or precluding enrollment in particular classes at the foreign law school or thereafter at SCU.

Because approval by the administrator is not automatic, students should not make binding financial or other commitments (e.g., purchase of non-refundable airline tickets) prior to approval by the administrator.

### **3. Length of study**

Except in cases approved by the administrator for good cause shown, SCU law students may attend a foreign law school for only one semester or for a roughly comparable academic period

### **4. Credit and grades**

An SCU law student shall earn up to 12 units of academic credit, receiving a grade of "credit" or "CR" upon successful completion of all classes in a program of study at a foreign law school that has been approved by the administrator. Successful completion shall be (a) measured by the standards generally applied by the foreign school to its own students and (b) verified through appropriate documents transmitted directly to the SCU Law Records Office by the appropriate officials of the foreign school. If the SCU law

student does not successfully complete the entire program of study, the grade of NC will be entered for 12 units of academic credit, unless the administrator determines upon appropriate student petition to award a grade of CR for at least some units.

The foreign law school shall determine the amount and nature of academic credit for classes taken at the SCU law school by students from the foreign school. Foreign law students shall be evaluated by the SCU law school faculty through the same mechanisms as used for other students enrolled in the same class (e.g., exam, paper, participation); however, faculty shall evaluate and grade the foreign student's work separately from the work of other students, taking appropriate account of the foreign student's language ability and educational background. Grades received by foreign law students in a course subject to the mandatory grade curve shall not be counted in any part of the curve.

### **5. Tuition and other expenses**

For approved studies at a foreign law school, SCU law students shall pay tuition to SCU for 12 units, in accordance with the per-unit tuition charges of the SCU School of Law, for the period of their attendance at the foreign school. Students are not charged tuition for their work abroad by the receiving institution, but they are responsible for all other costs associated with study abroad, including books and supplies, room and board, transportation, and incidental expenses.