

Southern Illinois University School of Law

[Excerpted from the School of Law Rules for AY 2024-2025]

ARTICLE III - ACADEMIC REGULATIONS

1. Grades and Grading System

- (a) Grading Scale. Except when specifically provided otherwise in these Rules, grades at the School of Law shall be awarded on the following scale:

A+/A	(4.000)
A-	(3.667)
B+	(3.333)
B	(3.000)
B-	(2.667)
C+	(2.333)
C	(2.000)
C-	(1.667)
D+	(1.333)
D	(1.000)
F	(0.000)

No more than two grades of “A+” shall be awarded per course to designate the highest grade in the course. No instructor is required to award a grade of “A+.” [amended 2/20/07; 4/15/08; 5/1/17; 5/10/21]

- (b) Mean Grades. When awarded on the scale set forth in subsection (a), grades at the Law School shall conform to the means set forth in this subsection (b). [amended 2/20/07; 4/15/08; 5/10/21; 11/18/22]
- (i) Instructors Teaching Multiple Sections. An instructor who has more than one section of the same course may combine those sections for purposes of setting the mean.
- (ii) Graduate Students. An instructor shall exclude any graduate student(s) taking the course for credit in the Graduate School when: (A) setting the mean for a course or section of a course, or (B) calculating the size of the course (or section of the course) for purposes of selecting the proper mean range.
- (iii) Required First-Year Courses. The mean grade in each section of each required first-year course shall be no lower than 2.7 and no higher than 2.9.

- (iv) Upper-Level Courses. All upper-level courses (except for clinics and courses approved to be graded on an S/U basis) will have a mandatory mean between 2.8 and 3.2.
- (v) Courses or Sections with GPAs Outside the Mean Range. In any upper-class course, or section of a course, in which the mean cumulative GPA of students enrolled in and examining in such course is above or below the prescribed range noted above, the permissible mean grade range in such course may be expanded upward or downward to include the grade number closest to the mean cumulative GPA for students enrolled in and examining in such course.
- (vi) Exceptions. The Associate Dean for Academic Affairs and Curricular Development may grant individual exceptions to these requirements upon a satisfactory showing by the instructor that (1) student performance in a particular course deviated significantly from the norm or (2) application of the ranges would create an arbitrary result. Any such request from a faculty member must be in writing and all granted requests shall be published by the Associate Dean for Academic Affairs and Curricular Development after grades are posted.

Examples that warrant the use of the exception include situations where: strict application of the grading curve would require students receiving the same points awarded in the course to be awarded different grades; operation of the mean would result in significant inflation or deflation of awarded grades, such as inflating otherwise failing performance to achieve a mean; and the size of the class necessitates drawing non-meaningful distinctions between students to achieve a grade distribution.

- (c) Grade Distribution. Grades at the Law School shall conform to the grade distributions set forth in this subsection. [amended 11/18/22]

The Associate Dean for Academic Affairs and Curricular Development may grant individual exceptions to the grade distribution requirements upon a satisfactory showing by the instructor that (1) student performance in a particular course deviated significantly from the norm or (2) application of the ranges would create an arbitrary result. Any such request from a faculty member must be in writing and all granted requests shall be published by the Associate Dean for Academic Affairs and Curricular Development after grades are posted.

Examples that warrant the use of the exception include situations where: strict application of the grading curve would require students receiving the same points awarded in the course to be awarded different grades; operation of the mean would result in significant inflation or deflation of awarded grades, such as inflating otherwise failing performance to achieve a mean; and the size of the

class necessitates drawing non-meaningful distinctions between students to achieve a grade distribution.

First-Year Grade Distribution

GRADE	GPA	RANGE	AVERAGE (for guidance)
A+/A	4.000	6–10%	8%
A-	3.667	8–12%	10%
B+	3.333	15–21%	18%
B	3.000	17–23%	20%
B-	2.667	9–15%	12%
C+	2.333	7–13%	10%
C	2.000	4–10%	10%
C-	1.667	3–7%	7%
D+	1.333	2–6%	4%
D	1.000	0–5%	3%
F	0.000	0–5%	3%

Upper-level Grade Distribution for Courses with 21 or More Students

GRADE	GPA	RANGE
A+/A	4.000	6–20%
A-	3.667	9–25%
B+	3.333	15–30%
B	3.000	17–35%
B-	2.667	9–25%
C+	2.333	9–25%
C	2.000	9–25%
C-	1.667	3–15%
D+	1.333	0–10%
D	1.000	0–5%
F	0.000	0–5%

- (d) Satisfactory/Unsatisfactory Grading. [amended 10/17/07; 5/11/10; 5/6/16]
 Students may earn academic credit for a grade of “S” in courses graded on a Satisfactory/Unsatisfactory (“S/U”) basis only in one or more of the following circumstances. A student who matriculates at the School of Law on or after August 1, 2016, may earn no more than a total of 22 hours of academic credit for courses described in subsections (d)(i)–(d)(v) and for “credit/no credit” courses transferred under Rule II(3)(c)(ii); a student matriculating before August 1, 2016,

may earn no more than 30 hours of such academic credit. All credit awarded for courses graded on an S/U basis shall be excluded in calculating the student's semester and cumulative GPAs.

- (i) Courses Approved for S/U Grading. Except as otherwise provided in subsections d(ii)–(d)(v), a student may only enroll in a course for S/U grading if the faculty has approved the course for S/U grading for all students prior to the beginning of the registration period for that course. [amended 5/5/11]
- (ii) Required S/U Grading of Students with Special Relationship to Instructor. S/U grading of a student shall be required if the instructor has an extremely close personal or family relationship with the student. This provision is to be invoked sparingly and only in cases where the relationship is of such nature that the awarding of a high grade in the course may give the appearance of impropriety or an unfair competitive advantage. This rule should not be construed to apply to the normal student-faculty friendship that frequently develops through a course of communication over a three-year period of time.
- (iii) Special S/U Grading in Legal Clinic and Field Placement Courses. [amended 5/5/11; 3/31/23] Legal Clinic and Field Placement courses shall be graded according to the following special grade scale:

Satisfactory +	Outstanding Work
Satisfactory	
Unsatisfactory	
- (iv) Courses Outside the School of Law. The student may receive S/U credit for one or more courses taken in the Graduate School or at the undergraduate level at SUIC or SIUE satisfying all the requirements of Rule IV.7.
- (v) Transfer Students. The Registrar shall assign students who have been admitted to the Law School as transfer students a grade of “S” for courses taken at another law school for which the student receives academic credit at this Law School in accordance with Rule II.3.
- (vi) Summer School/Transient Students. The Registrar shall assign students who have been approved to take summer school courses at another ABA/AALS approved law school, or are transient students, a grade of “S” for courses taken at another law school for which the student receives academic credit at this Law School in accordance with Rule III.5(b).
- (vii) Extraordinary Circumstances. The Dean, after appropriate consultation, may approve a course for S/U grading in extraordinary circumstances,

including but not limited to, the death, disability, or discharge of the instructor in the course.

- (e) Incomplete. [amended 10/17/07; 5/10/21] An instructor may, but is not required to, award a grade of Incomplete in a course where a student fails to complete all course requirements prior to the end of the semester in which the course is offered. When an incomplete is given to a student, the student must satisfactorily complete all course requirements as specified in an Incomplete Grade Agreement within one year from the last day of the semester in which the student received the Incomplete grade, and the instructor shall submit a grade change card assigning the student a grade in the course to remove the Incomplete grade. If the student fails to satisfactorily complete all course requirements within such time, the Registrar shall enter a grade of “F” for the student in a course offered during or after the fall 2021 semester or 0.0 for the student in the course offered prior to the fall 2021 semester. This one-year period may only be extended with prior approval of the faculty for good cause shown.
- (f) Withdrawal. [amended 10/17/07] W is to be used to designate withdrawal from a course.
- (g) Release of Grades. [amended 10/17/07; 5/11/10; 11/18/22] The Registrar shall make grades available to the students enrolled in a course in such manner as required by University rule or as otherwise approved by the Associate Dean for Academic Affairs and Curricular Development after consultation with the faculty. The Registrar shall not make grades available to students prior to the end of the examination period, unless the Associate Dean for Academic Affairs and Curricular Development approves, for good cause shown, earlier release of such grades.
- (h) Timely Submission of Grades. [amended 10/17/07; 5/11/10] The timely submission of grades in all Law School courses is important to the Law School’s educational endeavors. To this end, and subject to any waiver as deemed necessary and appropriate by the Dean, all grades shall be submitted to the Office of the Registrar for all courses taken in the School of Law on or before the earlier of the following: four weeks from the date of the scheduled examination or the due date of the last graded exercise or activity in the course or the Wednesday immediately preceding the first day of regularly scheduled classes for the next semester. For summer courses, grades must be submitted no later than the latter of three weeks from the date a final was given, three weeks from the due date of the last graded exercise or activity in the course, or the first day of fall classes.
- (i) Grades Assigned to Graduate Students. [added 2/20/07; amended 10/20/09; 5/10/21] A faculty member teaching a law school course may determine the grade of a graduate student taking the course for Graduate School credit by a method of assessment that is the same as, different from, or additional to the method of assessment used by the faculty member to determine the grade of law students

enrolled in the course. Regardless of the method of assessment, the faculty member shall report the graduate student's grade to the Registrar on the same grade scale as for law students enrolled in the course, which the Registrar shall report to the Graduate School. In the case that the graduate student earns an "A+," the Registrar shall report it as an "A" to the Graduate School.

- (j) Changing Grades After Submission to Registrar. [added 10/17/07; amended 5/11/10; amended 11/18/22] After an instructor has submitted final course grades to the Registrar and the Registrar has confirmed that the instructor's course grades conform to the requirements of subsections (a)–(c), the instructor may change a student's grade only if all the requirements of subsections (j)(i)–(j)(iii) are satisfied.
- (i) An instructor may change a grade only if the instructor made an arithmetic or clerical error in calculating a student's grade or if the instructor failed to read a substantial portion of a student's answer. An instructor may not change a grade based on a reassessment of the quality of all, or any part, of the student's answer.
 - (ii) The instructor must submit a written explanation of the nature and effect of the error (or failure to read an answer) to the Associate Dean for Academic Affairs and Curricular Development. Absent compelling circumstances, the written explanation must be submitted to the Associate Dean for Academic Affairs and Curricular Development no later than the first Monday in April with respect to a grade awarded in a course held in the preceding fall semester and no later than the first Monday in November with respect to a grade awarded in a course held in the preceding spring semester or summer session. The written explanation shall be accompanied by all available documentary evidence of any arithmetic or clerical error, such as spreadsheets, grading sheets, etc.
 - (iii) The Associate Dean for Academic Affairs and Curricular Development must find clear evidence that the instructor made a mistake of the type described in subsection (j)(i) and that the error can be corrected only by a change in the grade. Upon a finding of such clear evidence, the Associate Dean for Academic Affairs and Curricular Development shall instruct the Registrar to change the grade.

The Associate Dean for Academic Affairs and Curricular Development shall annually report to the faculty about all grade changes made pursuant to this subsection (j).

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3. Examinations and Other Forms of Evaluation [amended 11/2006; 5/11/10; 11/18/22]

- (a) Methods of Evaluation. The instructor shall evaluate student academic achievement by examinations of suitable length and complexity, papers, projects, or assessment of performances of students in class or in the role of lawyers. The instructor must specify the method(s) of evaluation in the course syllabus. Except for first-year courses whose focus is legal writing and legal research, each first-year course must involve at least one “regular” examination—that is, a graded, timed, written, non-take-home examination, and, in each such course, at least 50% of the course grade must be based on one or more such examinations.
- (b) Anonymous Grading of Written Examinations. The Associate Dean for Academic Affairs and Curricular Development, in consultation with the faculty, shall establish and maintain such policies and procedures as necessary to ensure student anonymity when grading written examinations.
- (c) Saving Written Course Work. Unless the instructor returns examination answers, papers, or other written, graded course work to the students, the instructor must retain all such materials, and any written grading records, for one year following the date the instructor submits a grade in the course.
- (d) Examination Conflict and Reschedule Policy. [amended 11/18/22] Students must take all examinations, whether in-class or take-home, at the time and place announced either on the examination schedule or by the instructor, unless the examination is rescheduled by the Registrar for one of the following reasons:
 - (i) a student has two examinations scheduled on the same day;
 - (ii) a student is prevented from taking the examination(s) because of the student’s illness or a death in the student’s immediate family; or
 - (iii) the Associate Dean for Academic Affairs and Student Compliance has determined that a student is faced with other exceptional circumstances that justify rescheduling one or more examinations, which determination is not subject to review by grievance or otherwise.

A student may not reschedule an examination solely because the student has examinations on consecutive days. Any examination that is rescheduled shall be administered, if possible, on the reading day prior to the examination period. If rescheduling on the reading day is not possible, the examination will be rescheduled at such time as the Registrar shall determine.

- (e) Student Honor Code. [amended 11/18/22] Students must comply with the Southern Illinois University School of Law Honor Code during all examinations and other evaluations. The Associate Dean for Academic Affairs and Student Compliance, in consultation with the faculty, shall establish and maintain such policies and procedures as necessary to provide for proctoring or monitoring of examinations and evaluations.

- (f) Timely Submission of Final Examinations.[amended 11/18/22] Instructors shall submit their final examinations to the Registrar each semester by the deadline(s) established by the Associate Dean for Academic Affairs and Curricular Development. The deadline(s) shall be set with due regard for the time needed for instructors to adjust and finalize final examinations as the semester concludes and for the Registrar to prepare and distribute final examinations, including any need for them to be made available in alternative formats.
- (g) Student Grievances of Grades. Individual student grades, the content of examinations and other assessments, and the internal control and conduct of a particular course are considered matters within the academic judgment of the faculty member. The person best able to evaluate the student's performance is the faculty member who taught the course, because evaluation is affected by participation in the course, by the course objectives, by the materials covered in the course, by the method of presentation, and by reference to the general performance of the students in the course as a whole. A student may only file a grievance about a final course grade awarded to the student and only according to the following standards and procedures.
- (i) Standard for a Grade Grievance. In order to prevail in such a grievance, a student must prove by demonstrable evidence that the grade was awarded due to prejudice or arbitrary and capricious conduct by the faculty member. A grade grievance may not be based solely on a claim that the faculty member exercised allegedly erroneous academic judgment—e.g., a student may not file a grievance that complains that the class standards were too high, the course load was too heavy, the grades were too low, too much (or too little) weight was allocated to a particular exercise, question, or examination, etc.
- (ii) Meeting with Faculty Member. Before filing a written grievance, the student must make reasonable efforts to meet with the faculty member to discuss the grade.
- (iii) Filing of Written Grievance; Deadline to File.[amended 11/18/22] If the matter is not settled during the meeting with the faculty member or if the faculty member fails to meet with the student after the student has made reasonable efforts to schedule a meeting, the student may file a written grievance with the Associate Dean for Academic Affairs and Curricular Development. The written grievance must allege that the grade awarded was the result of prejudice or arbitrary and capricious conduct by the faculty member and must include the evidence reasonably available to the student which the student believes substantiates that allegation. Absent compelling circumstances, the written grievance must be filed with the Associate Dean for Academic Affairs and Curricular Development no later than the first Monday in April with respect to a grade awarded in a

course held in the preceding fall semester and no later than the first Monday in November with respect to a grade awarded in a course held in the preceding spring semester or summer session.

- (iv) Associate Dean for Academic Affairs and Curricular Development's Determination; Dismissal or Referral to Academic Standards Committee.[amended 11/18/22] If the Associate Dean for Academic Affairs and Curricular Development determines that the student's written grievance creates a reasonable suspicion that the faculty member awarded the grade as a result of prejudice or arbitrary and capricious conduct, the Associate Dean for Academic Affairs and Curricular Development shall refer the matter to the Academic Standards Committee ("the Committee"). If the Associate Dean for Academic Affairs and Curricular Development determines that the student's written grievance does not create reasonable suspicion that the faculty member has given a grade as a result of prejudice or arbitrary and capricious conduct, then the Associate Dean for Academic Affairs and Curricular Development shall dismiss the grievance without further right of appeal in the law school. The Associate Dean for Academic Affairs and Curricular Development shall make such determination no later than ten days after the date on which the written grievance was filed with the Associate Dean for Academic Affairs and Curricular Development.
- (v) Committee Investigation. The Committee shall make an appropriate investigation into the circumstances surrounding the award of the grade and shall provide an opportunity for the grievant and the faculty member to present relevant evidence; provided, however, that neither the grievant nor faculty member is entitled to have counsel or other representative present at any hearing or other proceeding that the Committee may conduct.
- (vi) Committee Report. [11/18/22] The Committee shall submit a written report to the Dean for Academic Affairs and Curricular Development not later than 60 calendar days after the date on which the Associate Dean for Academic Affairs and Curricular Development referred the grievance to the Committee, unless the Dean shall grant the Committee's request for additional time for good cause shown. The report shall contain: the Committee's findings of relevant facts; the Committee's conclusion whether the faculty member assigned the grade as a result of prejudice or arbitrary and capricious conduct; and, if the Committee recommends a decision in favor of the grievant, the remedy to be awarded to the grievant. The Committee may include in the report any additional materials it deems relevant.
- (vii) Dean's Decision. The Dean shall defer to the Committee's findings and may reject those findings only if they are not clearly supported by the

evidence. If the Dean determines a grievance in favor of the grievant, the Dean shall award the remedy recommended by the Committee, unless the Dean concludes that the remedy is impracticable or inconsistent with University policy, in which case the Dean shall award an appropriate remedy. If the remedy awarded would cause the grades for the course to violate the mandatory mean or the mandatory grade distribution range rule or any other law school rule relating to grades, the Dean shall have the authority to allow a deviation from the mandatory mean or the mandatory grade distribution range rule or other rule. The Dean shall make such determination no later than ten days after the date on which the Dean received the Committee's report. The Dean's determination may not be further appealed in the law school. [amended 5/10/21]

- (viii) Substitution of Faculty Member.[amended 11/18/22] If a student files a grievance against a faculty member who at the time is serving as the Associate Dean for Academic Affairs and Curricular Development, the Dean, or a member of the Committee, then the Associate Dean for Academic Affairs and Curricular Development(or the Dean if the Associate Dean for Academic Affairs and Curricular Development is the faculty member involved) shall appoint another faculty member to act in connection with the grievance.

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5. Course and Degree Requirements [amended 5/11/10; 5/5/11; 12/22; 5/13/24]

- (a) Required Courses. Required courses are Contracts I and II, Property I and II, Lawyering Skills I and II: Legal Writing, Lawyering Skills I and II: Legal Research, Torts I and II, Criminal Law, Civil Procedure I and II, Constitutional Law: Individual Rights, Constitutional Law: Powers of Government, Evidence, Legal Profession, Mastering Legal Education I, Mastering Legal Education II, and a course satisfying the senior writing requirement (see Rule IV.5). [amended 4/15/2008, effective June 1, 2008; amended 5/17/21, effective fall 2021; amended 12/22]
- (b) Passing Grade in Required Courses.
 - (i) Except as provided in paragraph (ii) below, in order to obtain a Juris Doctor (J.D.) degree, a student must receive a passing grade ("D" or higher on or after August 2021; 1.8 or higher on the 0.0 to 4.0 scale for students matriculating or taking first-year courses on or after August 2017) in all required courses. [amended 5/1/2017; 5/10/21]
 - (ii) A student must receive an "S" in the following required courses graded on a Satisfactory/Unsatisfactory scale:

- (A) Professionalism and the Law, and
 - (B) Moot Court or Law Journal activities satisfying the senior writing requirement.
- (c) Other Requirements for Graduation. In order to obtain a J.D. degree, a student must also:
- (i) satisfy all admission requirements;
 - (ii) participate as required in the first-year Academic Success Program unless the student is a transfer student who did not enroll at the Law School as a first-year student;
 - (iii) comply with the course selection menu(s) approved by the faculty, and receive either (a) a passing grade (“D” or higher on or after August 2021; 1.8 or higher on the 0.0 to 4.0 scale for students matriculating or taking first-year courses on or after August 2017) in a graded menu course or (b) a grade other than “Unsatisfactory” in a menu course where all students receive a non-numeric or non-letter grade; [amended 4/18/14; 5/1/17; 5/10/21]
 - (iv) complete at least five full semesters while enrolled at the School of Law, except as provided in Rule II.3(c)(i), regarding transfer students, and in Rule III.9, regarding transient students and summer classes at other law schools; [amended 4/18/14]
 - (v) maintain a cumulative GPA of at least 2.000 in all work completed after the student becomes a third-year student;
 - (vi) have an overall cumulative GPA of at least 2.000;
 - (vii) receive credit for at least 90 hours;
 - (viii) receive credit for no more than 25 hours of the 90 hours required by Rule III.5(c)(vii) in courses outside “regularly scheduled class sessions at the law school.” Courses that count against this 25 credit hour limitation are those ABA Standard 304 indicates may not be counted as attendance in regularly scheduled class sessions, including Field Placements, Advanced Appellate Moot Court, Advanced Mock Trial, Law Journal, Journal of Legal Medicine, Independent Research and Writing, graduate school courses and other courses taken in departments outside of the law school for which credit toward the J.D. degree is granted, and any other courses determined by the Associate Dean for Academic Affairs and Curricular Development as falling within ABA limitations.[amended 11/18/22] Legal

Clinic courses do not fall within the 25-credit hour limitation. [added 5/5/11]; and

- (ix) for students matriculating after August 2014, perform no less than thirty-five hours of approved pro bono work prior to graduation. The work must be law related, uncompensated, supervised by an attorney, and not for academic credit. [added 10/25/13]
- (d) Time Limitation for Completion of J.D. All the requirements for the J.D. degree must be completed within a maximum of six years from the time of first registration as a J.D. student at this Law School, except that in the case of transfer students, the maximum period shall be the lesser of: (i) five years from the time of first registration as a J.D. student at this Law School, or (ii) six years less the number of years already spent by the transfer student in another law school.
- (e) Credit Hour Limit. No student may register for more than eighteen credit hours during the fall or spring semester, or more than nine credit hours during the summer term. [amended 10/20/09]
- (f) Regular Attendance. In accordance with ABA Standard 308(a), the right to take exams, as well as the privilege of continuing as a student at the School of Law, is conditioned on regular attendance and satisfactory completion of coursework. Unless the instructor has announced a rule allowing fewer absences, or except for extraordinary circumstances, however, a student enrolled in a first-year course may not accumulate class hour absences in excess of twice the credit hours in any particular course during the term, and a student enrolled in any other course may not accumulate class hour absences in excess of three times the credit hours in that course during the term. Class hours will be calculated on a fifty-minute basis. Absent agreement of the instructor, missing all or part of a class counts as missing all of the class minutes for that class. Attendance will be taken in class and attendance records will be kept for one year. Violation of this attendance rule shall subject the student to the penalties of section (g) below. The attendance requirement is not subject to modification by a professor, nor may a professor excuse an absence. If the absences allowed under this provision have been exhausted, the Associate Dean for Academic Affairs may grant leave and relief from the regular attendance requirement in extraordinary circumstances, including but not limited to: (1) military service; (2) representing the law school at a moot court, mock trial, law review, or official function; (3) jury duty; (4) religious observances; (5) the birth of a child; (6) the death of an immediate family member to include grandparents; (7) major non-elective surgery or a prolonged hospital stay; or (8) to comply with federal or state antidiscrimination laws, other applicable laws, or SIU policies. Students must provide proof of the reason for the absence. The Associate Dean for Academic Affairs may consider the reasons why a student exhausted their absences prior to seeking leave, as well as whether the number of classes missed impairs the student's ability to learn the

course content. The Associate Dean for Academic Affairs will not grant leave from the rules requiring regular attendance unless the request shows extraordinary circumstances or an unavoidable circumstance. If leave is not granted, the Associate Dean for Academic Affairs will discuss with the student options for withdrawing from a course and retaking in a future semester. [amended 4/19/11; 11/18/22; 5/13/24]

(g) Sanctions for Failure to Attend

- (i) Upon a student's failure to attend classes in accordance with the attendance rules in a required course the Instructor will advise the Associate Dean for Academic Affairs and Student Compliance of this fact. In the discretion of the Associate Dean for Academic Affairs and Student Compliance, upon the recommendation of the Instructor, the student will be given either a "W" or the lowest possible grade, except as provided in (ii) below. [amended 11/18/22; 12/11/23]
- (ii) Optional Sanction for Failure to Attend. Notwithstanding sections 5(g)(i), a student who has accumulated absences in excess of the allowable number shall have the option, with the consent of the Instructor, of remaining in the course and having the student's final grade for that course reduced by three tenths of a point on the 0.0 to 4.0 grading scale or by one step on the letter scale (e.g., "A" to "A-"; "C-" to "D+"), for each additional absence in excess of the allowable number. These additional absences may not exceed the number of credits of that course. In the event the student accumulates an excess additional absence, the sanctions of section 5(g)(i) shall apply. Exercise of this option may result in a failing grade.

Examples of sanctions for additional absences:

- a. John Smith is enrolled in Contracts I, a required three-hour class that meets for fifty minutes three times a week. The Instructor announces that the maximum number of allowable class hour absences in the class is six. [amended 4/19/11; section references amended 12/11/23]
 - i. John Smith misses seven classes. If Smith obtains the consent of the Instructor, he may accept a reduction in his final grade of three tenths of a point. If he does not choose to accept such a reduction in grade or the Instructor does not consent, he will be withdrawn from the class or will be given the lowest possible grade pursuant to section 5(g)(i).

- ii. John Smith misses nine classes. If Smith obtains the consent of the Instructor, he may accept a reduction in his final grade of nine tenths of a point. If he does not choose to accept such a reduction in grade, he will be withdrawn from the class or receive the lowest possible grade in the class pursuant to section 5(g)(i).
 - iii. John Smith misses ten classes. At this point, Smith loses his opportunity to accept a grade reduction sanction and he will be withdrawn from the class or receive the lowest possible grade in the class pursuant to section 5(g)(i).
- b. John Smith is enrolled in Contracts I, a required three-hour class that meets for fifty minutes three times a week. The Instructor announces that the maximum number of allowable class hour absences in the class is three. [amended 4/19/11; section references amended 12/11/23]
 - i. John Smith misses four classes. If Smith obtains the consent of the Instructor, he may accept a reduction in his final grade of three tenths of a point. If he does not choose to accept such a reduction in grade or the Instructor does not consent, he will be withdrawn from the class or receive the lowest possible grade in the class pursuant to section 5(g)(i).
 - ii. John Smith misses six classes. If Smith obtains the consent of the Instructor teaching the course, he may accept a reduction in his final grade of nine tenths of a point. If he does not choose to accept such a reduction in grade, he will be withdrawn from the class or receive the lowest possible grade in the class pursuant to section 5(g)(i).
 - iii. John Smith misses seven classes. At this point Smith loses his opportunity to accept a grade reduction sanction and will be withdrawn from the class or receive the lowest possible grade in the class pursuant to section 5(g)(i).
- c. John Smith is enrolled in Family Law, a non-required three-credit class that meets twice a week for 75 minutes. The Instructor announces that the maximum number of allowable class hour absences in the class is nine, which translates into six 75-minute classes. [added 4/19/11 section references amended 12/11/23]

John Smith misses seven 75-minute classes. If Smith obtains the consent of the Instructor, he may accept a reduction in his final grade of three tenths of a point. If he does not choose to accept such a reduction in grade or the Instructor does not consent, he will be withdrawn from the class or receive the lowest possible grade in the class pursuant to section 5(g)(i).

- (h) Minimum Hours Enrollment per Semester. Full-time students must enroll for a minimum of 12 hours each semester except the semester of their graduation. If for any reason the student withdraws or is withdrawn from a course that would cause the student to drop below 12 hours, the student will receive the lowest possible grade in that course unless the Associate Dean for Academic Affairs and Student Compliance determines that the circumstances warrant a “W.” [amended 11/18/22]
- (i) Deadline for Program Changes. Any program change initiated by the student (such as withdrawal from a course, or changing to an audit, etc.) must be made by the latest time authorized by the University.
- (j) Timing of Required Courses. A first-year student, unless admitted as a part-time student, must take all required first-year courses offered each semester. All law students must take Constitutional Law no later than their fourth full semester, except those students who intend to graduate after five full semesters, who must take Constitutional Law no later than their third full semester. If the Associate Dean for Academic Affairs and Curricular Development determines that circumstances otherwise warrant, however, the Associate Dean for Academic Affairs and Curricular Development may permit a student to deviate from this Rule III.5(j). [amended 2/27/15; 11/18/22]
- (k) Retaking Courses. Except as provided in Rule III.2(e)(i)(C), a student who has failed a required course must retake that course in order to meet the degree requirements stated in Rule III.5(a) of these rules. If the course the student failed is subsequently removed from the catalog or no longer offered in the same format, the Associate Dean for Academic Affairs and Curricular Development will designate a course, or combination of courses, that the student must take to meet the degree requirement. The student must enroll in that course no later than the next full semester it is offered. A student who has failed a non-required course may retake it. Except as provided herein, a student will not be permitted to repeat any course. [amended 5/17/21; 11/18/22]
- (l) Prerequisites/Corequisites.
 - (i) Any prerequisites or corequisites to a course shall be indicated in the description of that course filed with the Registrar.

- (ii) At the discretion of the instructor, a student may be allowed to take a course even though the student has not completed the prerequisite or enrolled in the corequisite.

6. Class Ranking [amended 5/11/10]

- (a) Class Ranking. At the end of each semester, the Registrar shall rank students in each class according to their cumulative GPA. There are two categories of ranking: regular and index.
- (b) Regular Ranking. Students not described in subsection (c)(i)–(iv) shall be regularly ranked according to their cumulative GPA in relation to other regularly-ranked students in their class.
- (c) Index Ranking
 - (i) Purpose of Index Ranking. Index ranking is designed to reflect the relative academic performance of students who do not qualify for regular ranking, without displacing any regularly-ranked student. To this end, index ranking is a shadow ranking in that a student assigned an index rank is not included in the regular class ranking.
 - (ii) Students Subject to Index Ranking. Students shall be index ranked if:
 - (A) they have transferred to this law school from another law school;
 - (B) they do not graduate in or before the third May following their date of entering law school;
 - (C) at the end of their first year in law school, they have not completed every required course in the first-year curriculum; or
 - (D) at the completion of their law school work, they have fewer than 69 graded credit hours earned at this law school.
 - (iii) Calculating Index Rank. Index-ranked students shall receive the rank of the regularly-ranked student in their class that their cumulative GPA equals or exceeds without equaling the cumulative GPA of the next highest regularly-ranked student. (See illustration below.)
 - (iv) Illustration of Class Ranking Rule

Student's Name	GPA	Regular Ranked Students	Indexed Students
A	3.8	First	
B	3.6		Second
C	3.2	Second	

D	3.0	Third	
E	2.9	Fourth	
F	2.8		Fifth
G	2.7	Fifth	
H	2.65	Sixth	
I	2.65		Sixth
J	2.5	Seventh	

- (d) Graded Hours Only. Only graded hours earned at this law school shall be used in determining class ranking.
- (e) Class Rank. An individual student's class rank may be given to that student at the student's request and will not be available until a reasonable time after release of grades under Rule III.1(g). [amended 2/22/11]

7. Dean's List [moved and amended 2/22/11]

The top 15% of students in their class in each semester who earned at least twelve credit hours during the semester shall be on the Dean's List. Students who have earned a minimum of eight hours are also eligible for consideration if they have a GPA no less than that of any student in the top 15% who earned at least twelve credit hours, but shall not displace any such student.

8. Graduating Honors [amended 5/11/10; renumbered and amended 2/22/11]

- (a) Regularly-Ranked Students. The diploma, the university transcript, and the law school transcript shall reflect the following graduating honors:
 - (i) Summa cum Laude. The top 3% of the graduating students who are regularly ranked;
 - (ii) Magna cum Laude. The next 7% of the graduating students who are regularly ranked;
 - (iii) Cum Laude. The next 10% of the graduating students who are regularly ranked.
- (b) Indexed-Ranked Students. Graduating seniors who are ranked in the indexed ranking list shall have their diploma, law school transcript, and university transcript reflect graduating honors if their cumulative GPA is equal to or higher than the cumulative GPA of a regularly-ranked student who has graduated with honors.

9. Credit Awarded by Other Law Schools (Students Other Than Transfer Students). [added 5/11/10; amended 11/18/22]

Unless a student has been admitted to the School of Law as a transfer student in accordance with Section II.3, or as otherwise provided in this Section III.9, a student may not apply credit awarded by another law school toward satisfying the 90-hour requirement of Section III.5(c)(vii).

- (a) Summer school. With prior approval of the Dean or Associate Dean for Academic Affairs and Curricular Development, a student may receive credit at the School of Law for up to 12 hours earned in summer sessions offered by other law schools approved by both the ABA and the AALS, except as provided in III.9(b)(iii) below for transient students.
- (b) Transient students. A transient student is one who first commenced study at the School of Law and who is allowed to apply credit awarded by another law school toward satisfying the 90-hour requirement of Section III.5(c)(vii), other than as allowed by Subsection III.9(a). A student may be a transient student only if all of the following requirements are satisfied.
 - (i) The Dean or Associate Dean for Academic Affairs and Curricular Development must approve an application to become a transient student prior to the student enrolling in the other law school. Such application will be approved upon a showing by the student that denial of transient status would constitute a hardship.
 - (ii) The other law school for which transient status is approved must be a law school approved by both the ABA and the AALS.
 - (iii) Except as provided in the next sentence, a transient student must complete 60 hours of credit awarded by the School of Law and is not allowed to apply more than 30 hours of credit awarded by the other law school toward satisfaction of the 90-hour rule of Section III.5(c)(vii). With approval of the Dean or Associate Dean for Academic Affairs and Curricular Development, however, a transient student may apply toward the 90-hour rule up to an additional six hours of credit awarded in a summer school session at another law school approved by both the ABA and the AALS, for a maximum of 36 hours of credit earned at another law school. This may include credit previously approved under Section III.9(a).
 - (iv) The transient student must satisfy all requirements for graduation from the School of Law set forth in Section III.5, other than Section III.5(c)(iv). A transient student may satisfy the requirements of Sections III.5(a), III.5(b), and III.5(c)(iii) by taking courses at the other law school only if the Associate Dean for Academic Affairs and Curricular Development determines that those courses are the substantial equivalent of School of Law courses that would satisfy those requirements.

(c) Grade Required

- (i) Except as otherwise provided in paragraph (c)(i), the School of Law will grant credit only for a course from another law school in which a student has earned a grade that is equal to or better than the minimum GPA required by the other law school for graduation from that school.

- (ii) In the discretion of the Associate Dean for Academic Affairs and Curricular Development, a student may be awarded credit toward the 90-hour requirement of Section III.5(c)(vii) for a course at another law school that is graded S/U, pass/fail, credit/no credit, or the equivalent, but any such credit awarded shall count against the maximum number of S/U hours specified in Section III.1(d).