THE HOYNES CODE

A COMPILATION OF FACULTY RESOLUTIONS
AND ADMINISTRATIVE REGULATIONS
GOVERNING NOTRE DAME LAW SCHOOL

Revised 7.6.2026

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ARTICLE 1. INTRODUCTION

1.1. PURPOSE. This code governs legal education at the University of Notre Dame in all programs and in all locations. Requirements for the LL.M. and J.S.D. degrees are included in the appendices.

1.2. AMENDMENTS. The code will be amended periodically by the dean to reflect actions of the body having authority over the particular subject matter.

1.3. EXCEPTIONS AND DELEGATION. Exceptions to the code may be granted by the body having authority to amend the section at issue. Any matter requiring action by the dean may be delegated by the dean to an assistant or associate dean as appropriate. The general authority of the dean to grant exceptions is encompassed in the dean's responsibility for the administration, well-being and development of the Law School, its faculty, courses of study and other activities.

1.4. COPIES. The Law School's web site shall have a publicly accessible link to the text of the current revision of the code.

1.5. CITATION. The Hoynes Code is named in honor of Colonel William James Hoynes, first dean of the Notre Dame Law School. It is referred to here as "the code," and may be cited as "H.C."

1.6. EDITION. The code as originally compiled was as of August 1, 1971. This compilation is as of the date indicated on the cover.

ARTICLE 2. ADMINISTRATION

2.1. THE NOTRE DAME LAW SCHOOL HONOR CODE. The Honor Code was adopted by the students and faculty. It is included in Appendix A.

2.2. STUDENT DISCIPLINE. The Law School faculty reserves its right to assert jurisdiction in the first instance in disciplinary cases involving law students.

2.3. STUDENT RECORDS. The records of students at the Law School, including grades, are confidential and are not open to anyone except the student and the faculty and staff for purposes consistent with the Family Educational Rights and Privacy Act (FERPA).

2.4. LAW SCHOOL CALENDAR. The Law School calendar shall be fixed by the Law School administration with the general guideline of the faculty that it conforms to the University calendar as nearly as can be reasonably done to accommodate no fewer than 70 class days per semester.

2.5. STUDENT COMPLAINTS RELATING TO PROGRAM OF LEGAL EDUCATION.

2.5.1. A student who wishes to bring to the attention of the Law School a significant problem that directly implicates the school's program of legal education and its compliance with the American Bar Association Standards should file a written complaint with the dean. The American Bar Association Standards may be found at http://www.americanbar.org/groups/legal_education/resources/standards.html The written complaint must include a sufficient description of the problem to permit the

dean to investigate the matter, the specific A.B.A. Standard at issue, and the student's name, mailing address, email address, and phone number.

2.5.2. Absent unusual circumstances, within twenty-one days after receiving the complaint described in section 2.5.1 the dean shall advise the student in writing of the resolution of the complaint. The resolution communicated by the dean shall be final.

2.5.3. The dean shall maintain a record of complaints described in section 2.5.1, including the resolution of any such complaints, for eight years from the date of final resolution of the complaint.

2.5.4. This section 2.5 shall not apply to student complaints that are covered either by the Honor Code or by University of Notre Dame complaint procedures, including but not limited to complaints relating to discriminatory harassment or sexual harassment. Information regarding the filing of complaints of harassment may be found at http://equity.nd.edu/

2.6. STUDENT REQUESTS FOR ACCOMMODATIONS AND ADJUSTMENTS.

2.6.1. The Law School adheres to University policies and procedures regarding students with disabilities. Students seeking academic or other accommodations due to a disability must register with Sara Bea Accessibility Services. Sara Bea Accessibility Services will evaluate and make all determinations regarding student disabilities and reasonable accommodations and the Law School will implement those accommodations in support of law students.

2.6.2. Students seeking academic or other adjustments due to religious observance should contact the Student Services Office. To accommodate students' religious observance, the Law School will provide students with adjustments in Law School classes and activities (including exams) that, in its discretion, it deems reasonable.

ARTICLE 3. [Reserved. Details regarding faculty governance are set forth in the Faculty Governance Code.]

ARTICLE 4. REQUIREMENTS FOR THE J.D. DEGREE

4.1. OVERVIEW. To earn a J.D. degree, students must:

4.1.1. Successfully complete a minimum of 90 credit hours, at least 70 of which must be earned in courses that require attendance at regularly scheduled classroom sessions or direct faculty instruction. See also section 4.2.

4.1.2. Successfully complete all the requirements listed in section 4.3.

4.1.3. Engage in full-time law study for six semesters in residence, as described in section 4.5.

4.1.4. Achieve a minimum cumulative GPA of 2.000. See also section 4.6.

4.1.5. Complete the course of study for the degree no earlier than 24 months and no

later than 84 months after the student has commenced law study at the Law School or at any law school from which the Law School has accepted transfer credit. The dean may waive the 84-month requirement for extraordinary circumstances.

4.2. CREDIT HOURS. A "credit hour" is an amount of work that reasonably approximates not less than fifty minutes of classroom or direct faculty instruction and two hours of out-of-class student work per week for fifteen weeks (including one week for exams), or at least an equivalent amount of work for activities such as simulation courses, field placements and externships, clinical, co-curricular, directed readings, seminars and other academic work.

4.3. REQUIREMENTS

4.3.1. The following courses are required in the first year:

Civil Procedure (4 credit hours)
Constitutional Law (4 credit hours)
Contracts (4 credit hours)
Criminal Law (4 credit hours)
Legal Research and Legal Writing (5 credit hours)
Property (4 credit hours)
Torts (4 credit hours)

In addition, students must take one three credit hour elective course during the second semester of the first year. A student's grade in the first-year elective course shall not count toward eligibility for journal membership.

4.3.2. In addition to first-year courses, students must successfully complete the Upper-Level Writing Requirement (see Section 4.3.3) and the following courses prior to graduation:

One or more courses that provide substantial instruction in professional responsibility, including legal ethics (3 credit hours)
Jurisprudence (3 credit hours)
Experiential courses (6 credit hours). Experiential courses include simulation courses, law clinics, and field placements offered by the Law School.

The registrar shall identify on the University course-listing website all courses that will satisfy the professional responsibility and experiential course requirements.

4.3.3. In order to satisfy the Upper-Level Writing Requirement (see Section 4.3.2), a student must complete a substantial research paper that is begun after the first year. Ordinarily a paper of that sort will contain at least 10,000 words (including text and footnotes), but in exceptional circumstances a shorter paper could suffice. This Requirement is designed to increase the student's proficiency in legal research, analytic reasoning, and writing in a single field of concentration. Accordingly, the research paper should be well-researched with all sources cited accurately and properly (in "Blue Book" or similar form) and should make appropriate and critical use of primary and secondary sources. (Briefs, including briefs produced in a course of a student's participation in Moot Court, do not satisfy this Requirement.) The paper must be completed for curricular credit, co-curricular credit, or in the

context of a student's involvement with the Notre Dame Law Review, the Journal of Legislation, the Notre Dame Journal of Law, Ethics & Public Policy, the Notre Dame Journal of International & Comparative Law; or the Journal on Emerging Technologies; on a graded or ungraded basis; in conjunction with a course, or as a Directed Reading.

4.3.3.1. A student must submit the paper to the faculty member who will determine whether the paper satisfies the Requirement by the end of the first semester of the third year, subject to the requirements of section 4.3.3.3.

4.3.3.2. In the semester in which a student writes the paper (or, in the case of a journal note, begins writing the paper) , a student must submit to the Registrar a form with the agreement of a faculty member, who is to advise the student in preparing the paper and to determine whether the paper satisfies this Requirement. A student must submit the form no later than the end of the mid-semester break. The Law School Registrar will clearly communicate this deadline to students each semester.

4.3.3.3. The faculty member supervising the paper must notify the Registrar whether the paper satisfies the Upper-Level Writing Requirement within 30 days of the end of the exam period for the semester in which the student submits the paper. At the expiration of that 30-day period, the paper is no longer eligible to satisfy the Requirement. If a student does not satisfy the Requirement within that 30-day period, the student may satisfy the Requirement only by writing a different paper that complies with the Requirement in a future semester.

4.3.3.4. If a student enters the final semester before expected graduation without completing the Requirement by the first class day of that semester, the student must obtain approval from the Dean by the end of the add-drop period at the start of that semester of a plan for completing the Requirement. In no event will a student appear on the official graduation list unless and until the Requirement is completed.

4.3.3.5. Only a member of the regular faculty may determine whether the paper satisfies this Requirement, unless the dean approves a student's request to permit another faculty member to advise the student and determine whether the paper satisfies this Requirement.

4.4. CURRICULAR AND CO-CURRICULAR COURSES

4.4.1. Academic Credit. Academic credit is awarded for both curricular and co-curricular coursework.

4.4.1.1. Curricular Academic Credit will be granted to elective courses based on the following guidelines: (1) significant classroom component (normally consisting of 14 classroom hours per hour of academic credit) or significant individual sessions, with substantive content; and (2) student evaluation, by an individual appointed to the faculty, based on an examination, a substantive research or analysis paper(s), or student performance.

4.4.1.2. Co-curricular Academic Credit on a "satisfactory/unsatisfactory" basis

may be awarded to students participating in co-curricular activities that comply with plans approved by the faculty prior to the commencement of the activity for which credit is awarded. In determining whether to approve plans pursuant to which credit will be awarded for co-curricular activities, the faculty shall consider: (1) the educational value of the activity; (2) the extent and type of supervision and the director of the activity; (3) the extent and manner of periodic evaluation and review of the performance of students participating in the activity; and (4) the amount of time required to earn the credit. Each student's educational achievement in such a course shall be evaluated by a faculty member.

4.4.1.2.1. No more than six co-curricular credit hours may be applied toward the minimum credit hours required for graduation as provided in section 4.1.1, and of those six credit hours no more than four may be from work on a journal.

4.4.1.2.2. No more than two co-curricular credit hours per semester may be applied to the minimum semester-hour requirement as provided in section 4.5.

4.4.1.3. Determination of whether an elective course satisfies the requirements for curricular or co-curricular academic credit will be made by the faculty.

4.4.2. Directed-Reading Programs. A student may not enroll in more than one directed-reading program per semester. Only a member of the regular faculty may teach a directed-reading program unless the dean approves a student's request to permit another faculty member to teach a directed-reading program. Directed-reading programs in the J.D. program may be one or two credit hours at the discretion of the member of the faculty offering the program, with one credit ordinarily awarded for each 5,000 words of a student's paper reflecting substantial and original research. No more than six curricular credit hours from directed-reading programs may be applied toward the minimum credit hours required for graduation as provided in section 4.1.1. The limits contained in the first, third, and fourth sentences of this section may be waived by the dean, but only for extraordinarily compelling reasons.

4.4.3. Graduate School, Mendoza, and Keough Courses

4.4.3.1. A student in the Law School may receive curricular academic credit for graduate-level courses taken in the Graduate School, the Mendoza College of Business ("Mendoza"), or the Keough School of Global Affairs ("Keough") as follows:

4.4.3.1.1. Up to three hours of curricular academic credit may count toward the minimum hour requirements in any semester after the first year.

4.4.3.1.2. Up to nine hours of curricular academic credit may be credited toward the J.D. degree.

4.4.3.1.3. The determination of what constitutes a graduate- level course for purposes of this rule rests within the dean's discretion.

4.4.3.1.4. Students enrolled in dual degree programs described in section 4.7 are not subject to the limits imposed by section 4.4.3.1.1 and section 4.4.3.1.2 with respect to their programs but are instead subject to the limits imposed by those programs.

4.4.3.1.5. For students enrolled in a second degree program at the University that is not part of a dual degree program described in section 4.7, the dean may waive the limits imposed by section 4.4.3.1.1 and section 4.4.3.1.2 for good cause.

4.4.3.1.6. For students not covered by section 4.4.3.1.4 or section 4.4.3.1.5, the dean may waive the limits imposed by section 4.4.3.1.1 and section 4.4.3.1.2, but only for extraordinarily compelling reasons.

4.4.3.2. A full-time student enrolled in the Law School shall pay no additional tuition for Graduate School and Mendoza courses, except that a student may be required to pay additional tuition if the student is enrolled in a second degree program, whether or not that program is part of a dual degree program described in section 4.7.

4.4.3.3. In accord with University, Graduate School, Keough, and Mendoza regulations, a law student seeking a degree in the Graduate School, Keough, or Mendoza (that is, a degree other than the J.D.) must apply for admission to the Graduate School, Keough or Mendoza, as applicable, and be accepted by the appropriate department.

4.4.3.4. A student in the Law School may not enroll for credit in any undergraduate course unless the dean approves such enrollment, which approval shall only be granted if the undergraduate course at issue is law-related and the workload for the participating law student has been enhanced to reflect a graduate course level of work.

4.4.4. Externship Courses. The faculty may approve for curricular academic credit an externship course fulfilling the following conditions:

4.4.4.1. Content and supervision must comply with the student practice rules of the jurisdiction in which the work is done.

4.4.4.2. A member of the regular faculty must accept full responsibility for the course.

4.4.4.3. The course must satisfy the applicable American Bar Association Standard(s).

4.4.4.4. No student may earn more than ten hours of curricular academic credit for the field placement components of externship courses. Such credit is without prejudice to a student's ability to earn cocurricular credit under the provisions of the Hoynes Code.

4.4.4.5. A student must successfully complete at least one full academic year of

study prior to participation in an externship course.

4.4.4.6. A student may not enroll in more than one externship course during a single semester. A student may also not enroll in a clinical course and an externship course during a single semester or in two clinical courses during a single semester. These prohibitions do not apply to Summer Externships described in section 4.4.5 to the extent a student is considered enrolled in such an externship during the semester immediately following the summer during which such externship actually occurs. These prohibitions may be waived only with both the permission of the dean, which permission may be granted only for extraordinarily compelling reasons, and the permission of the instructors for the two courses at issue.

4.4.5. Summer Externships. One unit of co-curricular academic credit may be awarded for student volunteer legal work of at least four weeks and 160 hours or more of work undertaken during the summer months in a court, governmental agency, nonprofit organization, public law office or in-house corporate counsel office. The work must be conducted under faculty supervision, conform to the approved standards of the faculty, and have the advance approval of the dean. This one unit of co-curricular credit may count toward graduation requirements as one of the six maximum allowable co-curricular credits, but cannot count toward the minimum hours required during any semester for residency. The credit will be reflected on a student's transcript.

4.4.6. Distance Education. The faculty may approve for curricular academic credit a course in which students are separated from the faculty member or each other for more than one-third of the instruction and the instruction involves the use of technology to support regular and substantive interaction among students and between students and the faculty member (a "Distance Education" course).

4.4.6.1. A student may not earn more than 15 credit hours toward the J.D. degree in Distance Education courses.

4.4.6.2. A student must successfully complete at least one full academic year of study including 28 credit hours toward the J.D. degree prior to participation in a Distance Education course.

4.5. RESIDENCY. Each student shall be required to take at least 14 credit hours in each semester in order to qualify for status as a full-time student, except as otherwise provided in section 4.5.1. No student will be permitted to enroll in more than 18 credit hours of coursework that applies to the J.D. degree in a single semester. No student will be permitted to enroll in more than 16 credit hours at a Notre Dame Law School site in the United States other than the Notre Dame, Indiana campus. With the exception of a student enrolled in a dual degree program described in section 4.7, each student is required to enroll each semester in at least 10 credit hours in courses that the University's official course schedule lists as running throughout the entirety of the semester.

4.5.1. Credit Hours.

4.5.1.1. Students who earn credits in the Notre Dame London Summer Program

may, in subsequent semesters, reduce their total semester hours by the number of London summer credits earned, provided that students take at least 12 credit hours each semester. The dean may permit other students to reduce their credit hours in a given semester below 14 credit hours, but only for good cause and under any conditions not below 12 credit hours.

4.5.1.2. Students who are permitted to take fewer than 14 credit hours in a semester pursuant to section 4.5.1.1 will qualify for status as full-time students as long as they take at least 12 credit hours in a semester.

4.5.2. Semesters

4.5.2.1. For students who complete their first year of studies at Notre Dame Law School, four semesters in residence must be completed at the campus in South Bend, Indiana. Two semesters in residence may be completed in the London Law Program in London, England, in an exchange program with a foreign law school with which Notre Dame Law School has established an exchange program, or at other sites which are at the relevant time operated by Notre Dame Law School for the purpose of facilitating externship semesters outside of South Bend, Indiana.

4.5.2.2. Students who transfer from another law school must complete three semesters in residence at the Notre Dame Law School campus in South Bend, Indiana. One semester in residence may be completed in the London Law Program in London, England, in an exchange program with a foreign law school with which Notre Dame Law School has established an exchange program, or at other sites which are at the relevant time operated by Notre Dame Law School for the purpose of facilitating externship semesters outside of South Bend, Indiana.

4.5.2.3. The dean may waive the Notre Dame residency requirement in sections 4.5.2.1 and 4.5.2.2, but only for extraordinarily compelling reasons.

4.5.2.4. No more than 38 credit hours may be applied towards the J.D. degree for studies or activities outside the United States, including the London Program and international exchange programs, and no more than 30 of such credit hours may be from a foreign institution.

4.6. GRADES REQUIRED FOR GRADUATION

4.6.1. All students must achieve a minimum cumulative GPA of 2.000.

Beginning with the J.D. Class of 2028, all students must achieve a minimum cumulative GPA of 2.600.

4.6.2. The dean may waive the requirement of a minimum cumulative GPA of 2.000 if the student has achieved six semesters of good standing; or the student has achieved a minimum semester GPA of 2.000 in each of five semesters.

Effective with the J.D. Class of 2028, the dean may waive the requirement of a minimum cumulative GPA of 2.600 if the student has achieved a minimum

semester GPA of 2.600 in each of five semesters.

4.6.3. A student who fails to meet these eligibility criteria may petition the dean to continue for one additional semester in order to meet the minimum standards for graduation. Approval will be at the dean's discretion.

4.7. DUAL DEGREE PROGRAMS

4.7.1. For the following dual-degree programs:

- J.D./M.B.A. Program with the Mendoza College of Business;
- J.D./M. Engineering Program;
- J.D./M.G.A. Program;
- J.D./M.S. in Engineering, Science, and Technology Entrepreneurship Program (ESTEEM);
- J.D./Ph.D. in Political Science Program;

an enrolled student must successfully complete 75 credit hours of Law School courses and the appropriate number of credit hours required by the other program/department in order to earn both degrees. The Law School will accept 15 credit hours of graduate-level courses in the other program toward completion of the J.D. degree. Concurrently, the other program/department will determine the number of Law School credit hours that it will accept toward completion of its own degree requirements.

4.7.2. For the following dual-degree program:

- J/D./M.A. in English Program;

an enrolled student must successfully complete 81 credit hours of Law School courses and the appropriate number of credit hours required by the other program/department in order to earn both degrees. The Law School will accept 9 credit hours of graduate-level courses in the other program toward completion of the J.D. degree. Concurrently, the other program/department will determine the number of Law School credit hours that it will accept toward completion of its own degree requirements.

4.7.3. To enroll in a dual-degree program, a law student must be admitted into the Law School and the other program/department of the University, and receive approval of the Dean of the Law School and the other program/department. Any student who has not earned a full semester of academic credit at the University but wishes to enroll in a dual degree program must submit an application to Law School Registrar for preliminary approval of the program by the Dean of the Law School. Upon earning at least one semester of academic credit in the Law School or the other program, the student must submit an application to the Law School Registrar for final approval of the program by the Dean of the Law School.

4.7.4. New dual-degree programs require a memorandum of understanding that the Dean will develop with the other University program/department, and approval of both the Curriculum Committee and the faculty.

4.8. NON-DEGREE SEEKING STUDENTS. While regular J.D. degree-seeking students are required to comply with the other provisions of this article, non-degree seeking students may be authorized to enroll for selected courses with the permission of the dean without complying with the other provisions of this article. Non-degree seeking students will qualify as full-time students if they take at least nine credit hours in a semester, counting both law school courses and other courses at the University, and will qualify as part-time students if they take at least six and no more than eight credit hours in a semester, counting both law school courses and other courses at the University. Non-degree seeking students who later successfully apply to the J.D. program may be permitted to apply law school course credits earned while a non-degree seeking student toward to the J.D. degree with the permission of the dean.

ARTICLE 5. ENROLLMENT AND WITHDRAWAL

5.1. ENROLLMENT

5.1.1. All students must enroll on the appointed day each semester. A fee will be imposed for late enrollment.

5.1.2. A student's failure to enroll on time may result in the loss of the student's seat in a closed class to a student who has enrolled on time.

5.1.3. A student who fails to enroll before the end of the fifth class day of the semester is considered not to be a Notre Dame law student. If such person desires to continue at the school, an application for readmission in accordance with section 8.3 is required.

5.2. DROP-ADD. Any course may be dropped or added routinely during the first five class days of the semester, with the exception of any course that begins before the start of regular classes in the fall and spring semesters, or any course that is taught in an intensive or mini-course format. The policy for dropping such courses will be established by the instructor and communicated to students at or near the time of registration.

5.3. LATE WITHDRAWALS AND ADDITIONS OF A COURSE

5.3.1. After the first five days of a semester, but during the first five full weeks of the semester, a student may withdraw from a course without penalty only with the permission of the dean, which permission may be granted for good cause shown, provided that either the student's course load does not fall below 14 credit hours or the minimum-hour requirement is relaxed by the dean for good cause shown, or below 12 credit hours for students covered by section 4.5.1.1 who have earned credits in the Notre Dame London Summer Program.

5.3.2. After the first five full weeks of the semester, a student may withdraw from a course only with both the permission of the dean, which permission may be granted only for extraordinarily compelling circumstances, and the permission of the instructor for the course.

5.3.3. Upon withdrawal with the permission of the dean under section 5.3.1 or with the permission of the dean and the instructor under section 5.3.2, the student will receive a grade of “W” (withdrawal) for the course unless there are extraordinarily compelling reasons for permitting the withdrawal without such a grade.

5.3.4. After the first five days of a semester, discontinuance of a course without the dean’s permission and, if required by section 5.3.2, the permission of the instructor will result in the grade of “F.”

5.3.5. After the first five days of a semester, but during the first two full weeks of the semester, a student may add a course only with the permission of the dean, which permission may be granted for good cause shown.

5.3.6. After the first two full weeks of the semester, a student may add a course only with both the permission of the dean, which permission may be granted only for extraordinarily compelling reasons, and the permission of the instructor for the course.

ARTICLE 6. ATTENDANCE AND EXAMINATIONS

6.1. ATTENDANCE REQUIREMENTS. To be eligible to receive course credit, a student must attend classes and any required activities regularly and punctually. The student’s performance must be satisfactory.

6.2. ATTENDANCE POLICY

6.2.1. Each professor teaching a course is required to adopt a policy concerning attendance and other course activities. Each professor shall communicate this policy to the class reasonably early in the semester in a manner calculated to inform the students of its provisions. Oral announcement at a regular class is sufficient notice. No penalty shall be assessed under this rule for events prior to communication of the policy.

6.2.2. The policy may provide for the raising or lowering of grades, or both, for attendance or performance in class or at required activities. It may provide for exclusion from further participation in the course or from the examination, and for failure in the course. Professors may excuse absences from their class or required activities.

6.2.3. The attendance policy applies to required Trial Advocacy exercises for students enrolled in the Trial Advocacy spectrum of courses; to required events and commitments in the clinical courses of the Law School for students enrolled therein; to the required Moot Court exercises for those enrolled in the Moot Court courses; and to cocurricular courses undertaken for academic credit, even though these activities may occur at a time outside the regularly scheduled classroom period.

6.2.4. An absence certified in advance by the faculty advisor of a clinical course as necessary to the proper operation of the program will not be treated as an absence under the attendance policy.

6.3. EXAMINATIONS

6.3.1. When a written examination is given in a Law School course, law students' examinations should be administered and graded anonymously. Numbers will be assigned to individual law students by the Law School administration. No indication of a law student's identity by name or class status shall be on the examination paper.

6.3.2. The Law School Registrar is responsible for supervising the assignment of exam numbers. Numbers may be assigned during the semester to accommodate special examination schedules. The Law School Registrar is responsible for the security of the numbers to ensure strict anonymity until the grades are submitted to the University Registrar.

6.3.3. No examinations are to be scheduled on Sundays.

6.3.4. No examination or test may be given during the final five class days of the class portion of each semester, nor may examinations or tests be given during the study period following the end of the semester. This provision shall not apply to papers assigned at least two weeks prior to the end of the semester; neither shall it apply to student-scheduled examinations if the student-scheduled examination window includes at least one day of the officially scheduled examination period.

6.4. REQUIRED PAPERS. It is the declared policy of the faculty that in courses requiring submission of a paper, the paper must be specially prepared by the student for that course. Incorporation of any material prepared by the student earlier shall be approved in advance by the professor.

ARTICLE 7. GRADING, ACADEMIC GOOD STANDING, HONORS, PROBATION, AND DISMISSAL

7.1. GRADING. Grading in the Law School is governed by the Hoynes Code.

7.1.1. Grades and Numerical Values. Grades are not calculated on a numerical basis, but are assigned values for calculating grade-point average, according to the following grading system, effective fall semester 1987.

Letter Grade	Value		Letter Grade	Value
A	4.000		C+	2.333
A-	3.667		C	2.000
B+	3.333		C-	1.667
B	3.000		D	1.000
B-	2.667		F	0.000

7.1.2. Interpretation of Grades. Within the grading system described in section 7.1.1, "A" is superior, "B" is good, "C" is satisfactory, "D" is unsatisfactory with credit, "F" is failure.

7.1.3. Other Grades

7.1.3.1. Incomplete. The grade of incomplete (“I”) is a temporary grade indicating failure to complete work in a course and may be granted only with permission of the dean. The course work must be completed within 30 days of the end of the examination period. If the course work is not completed on time the incomplete will be changed to an “F.” For papers written by students other than J.D. or LL.M. candidates, and for all Directed Readings, the instructor may grant additional time, up to the end of the following semester’s examination period for completion and grading. For all other course work, the dean’s approval is required for additional time beyond 30 days and will be granted only in extraordinarily compelling circumstances.

7.1.3.2. Satisfactory/Unsatisfactory. The Law School will use a grade of satisfactory or unsatisfactory for selected courses. See also section 7.2.1.2.

7.1.3.3. Pass/Fail. The pass/fail option is limited to two elective courses, and only with the permission of the professor teaching the particular course. These two courses may not be taken in the same semester. The limits imposed by the first two sentences of this section may be waived by the dean, but only for extraordinarily compelling reasons. If a professor grants permission to elect the pass/fail option for a particular course, that option must be made available to all students in that course. To elect this option when it is available, a student must inform the Law School Registrar of this election by no later than the end of the add-drop period for the semester in which the relevant course is offered and that election is irrevocable as of the end of that add-drop period. The professor will not be informed that the student elected the pass/fail option and so will report letter grades for all students in the course as provided in section 7.1.5. The final letter grades of “A” through “D” will then be interpreted as a pass for students who elected the pass/fail option for that course.

7.1.3.4. Not Reported. The grade of “NR” will be used when a grade is not reported by an instructor because of extenuating circumstances. No final grade is reported for the course. The grade will revert to an “F” if not resolved by the beginning of the final week in the next semester for which the student is enrolled.

7.1.4. Audits. Law students may audit courses in the Law School without administrative permission but must obtain the permission of the instructor in the course being audited. Any other individual may audit courses in the Law School only with permission of the dean and the instructor in the course being audited. No record of audited courses will be kept by the Law School, and audited Law School courses will not appear on transcripts. Law students may audit University courses outside of the Law School, whether offered at the graduate or undergraduate level, but only with the permission of the dean, the course instructor, and the course instructor’s academic unit.

7.1.5. Reporting and Finality of Grades

7.1.5.1. Faculty members are expected to report all grades within two weeks of the last day of the examination period. This duty normally takes precedence over all other University duties. In the spring semester, an earlier deadline

may be required for the grades of graduating students.

7.1.5.2. Each faculty member, upon finishing grading, will submit a grade report to the Law School Registrar. All grade reports must comply with the grading policy adopted by a majority of the faculty. No grades shall be posted publicly. The Law School will make available to students the grading policy governing course means and distributions.

7.1.5.3. All grades will be final when filed with the Law School Registrar, and may not be changed thereafter except for clerical or administrative error. The review of a grade for clerical or administrative error shall be made by the faculty member who assigned the grade. Except as stated in section 7.1.5.4 there shall be no right of appeal from the faculty member's decision on a grade.

7.1.5.4. In the event that a student believes that the grade received in a course resulted in whole or in part from a faculty member's lack of personal integrity or professional competence, the matter shall be called to the attention of the dean. Should the dean determine that a claim of lack of integrity or competence is not frivolous, the dean shall refer the matter to the entire voting faculty. The faculty as a whole then shall determine whether a lack of personal integrity or professional competence influenced the grade. If the faculty so finds, it shall make appropriate provision for review of the grade.

7.1.6. Grade Reports

7.1.6.1. Only the University will provide individual grade reports to students. The Law School will not make grade reports directly available to the students, except in cases of probation or dismissal for academic deficiency.

7.1.6.2. An official grade-point average will be computed for each student's record.

7.1.6.3. The Law School will not publish an individual's grade-point average or rank in class.

7.1.6.4. The Law School does not rank students, either internally or externally, except that the dean may notify students who are in the top 10 percent of their class as of the end of the first and second academic year of this status and designate them as Dean's Circle Fellows under section 7.3.4.

7.1.6.5. The Law School will publish the mean grade-point average for each class on a semester basis and on a cumulative basis.

7.2. GOOD STANDING

7.2.1. Determination of academic good standing will be based on grade-point average.

7.2.1.1. In calculations for standing, Honor Roll, Dean's Circle Fellows, and graduation honors, only Notre Dame Law School grades and credit hours are considered. Transfer credits from other law schools and course credits and

grades from other colleges at Notre Dame do not enter into the calculation.

7.2.1.2. Grades of “not reported” (“NR”) satisfactory (“S”) and pass (“P”) are not included in the computation of grade-point average; however, grades of unsatisfactory (“U”) and fail (“F”) are included.

7.2.1.3. For determining standing, the grade of incomplete (“I”) does not enter into the calculation. If a student is on probation during the term in which an “I” is entered, a later makeup of the “I” cannot be used retroactively to eliminate the probation. Further, the grade in the made-up course will not enter into the calculation for the following semester. If a second semester of probation follows a probation semester in which an “I” was entered and the “I” is later made up, the dean in the exercise of discretion may consider whether the “I” should be treated as “NR” (not reported) and in this case may find that the first semester of probation has been eliminated.

7.2.2. To maintain academic good standing second- and third-year students must achieve a minimum semester GPA of 2.000.

Effective with the J.D. Class of 2028, students must achieve a minimum semester GPA of 2.600.

7.2.3. Failure to maintain academic good standing will result in academic probation or academic dismissal, as follows:

7.2.3.1. Probation will result:

7.2.3.1.1. From failing to maintain academic good standing (as defined in section 7.2.2) but maintaining better than dismissal semester GPA (as defined in section 7.2.3.2); or

7.2.3.1.2. in a restricted academic program or remedial work, at the discretion of the dean.

7.2.3.2. Dismissal will result from:

7.2.3.2.1. two consecutive semesters of probation.

7.2.3.2.2. three nonconsecutive semesters of probation.

7.2.3.2.3. failure to achieve a minimum semester average of 1.500 for each semester of the second and third years.

Beginning with the J.D. Class of 2028, failure to achieve a minimum semester average of 1.75.

7.2.3.2.4. grades of “F” in two or more courses totaling six or more semester hours in any one semester after the first semester of the first year.

7.2.3.3. A student dismissed for academic reasons at the end of the student’s first

semester will not be eligible for readmission until the first semester of the next academic year.

7.2.4. Effective with the J.D. Class of 2028, students who achieve a semester GPA of less than 2.800 but at least 2.600 will receive an academic warning, an unofficial designation that triggers the academic support requirements of section 7.2.5 but that shall not appear on a student's transcript.

7.2.5. Effective with the J.D. Class of 2028, students who receive an academic warning or who are on academic probation must meet with a faculty member assigned by the Dean to provide academic guidance; must obtain approval from the Registrar of their course schedule for the following semester, even if they have already registered; and must follow all other academic support requirements, including registering for specific courses, that the Dean deems necessary and appropriate. A student subject to these requirements who fails to fulfill them shall not be permitted to register for the upcoming semester or shall lose any prior registration.

7.2.6. Students who are on academic probation are ineligible to participate in any program, whether run by Notre Dame or another institution, that allows study away from the main Law School campus for a semester or longer.

7.3. HONORS

7.3.1. Honor Roll. An Honor Roll, based on semester grade point average, will be published each semester. To be eligible for the Honor Roll:

7.3.1.1. a student must carry a full semester course schedule (minimum 14 semester hours).

7.3.1.2. a student must achieve a semester GPA of at least 3.600 in graded Law School courses open to J.D. candidates.

7.3.1.3. a student must enroll in at least 10 semester hours of graded Law School courses open to J.D. candidates.

7.3.2. Graduation Honors. Graduation honors for J.D. and LL.M. candidates are based on grade-point average, which is computed by including all courses taken in the Law School.

7.3.2.1. *Cum laude*: cumulative GPA of at least 3.400.

7.3.2.2. *Magna cum laude*: cumulative GPA of at least 3.600.

7.3.2.3. *Summa cum laude*: cumulative GPA of at least 3.800.

7.3.3. For determining eligibility for graduation and also graduation honors in the case of students dismissed and readmitted, the grade-point average will be figured only on the basis of courses taken following readmission and those earlier courses for which degree credit is given.

7.3.4. Dean's Circle Fellows. The dean may designate ten percent of the J.D.

candidates in each class who have the highest cumulative grade point averages among J.D. candidates as Dean's Circle Fellows. The designation shall be made at the conclusion of the first and second years of studies. To be eligible for designation as a Dean's Circle Fellow a student must enroll in a minimum of 14 credit hours all semesters, including at least 20 credit hours of graded Law School courses during the academic year. The grade point average shall be calculated according to Section 7.2.1.1.

7.3.5. Faculty Award for Excellence. An instructor may recognize the most outstanding student performance in a class with a "Faculty Award for Excellence." The award is given at the discretion of the instructor, is not required to be awarded for every class, and except in extraordinary circumstances will be granted to only one student in the class.

7.4. COURSE FAILURES

7.4.1. A student who fails a required course must retake the course and obtain a passing grade. A student who fails an elective course may, but need not, retake it.

7.4.2. A student who fails a course, required or elective, earns no credit for graduation from that failed course.

7.4.3. If a student retakes a failed course, required or elective, the grade upon retaking the course shall be recorded along with the original grade in the course. Nothing herein shall be interpreted as affecting the rule that all required courses must be passed.

7.4.4. A retaken course shall be registered for by the proper name of the course and for its regularly assigned credit hours.

7.4.5. With the permission of the dean, a retaken course may be counted toward compliance with the minimum semester course load requirements under section 4.5.

7.4.6. Failure in a course taken on a "pass/fail" basis or in an ungraded course shall be computed in the grade-point average like failure in a graded course.

7.5. LONDON AND INTERNATIONAL EXCHANGE PROGRAMS

7.5.1. No student is eligible to participate in the semester or full-year London Program or an international exchange program without having successfully completed all first-year courses.

7.5.2. The courses selected by a student enrolled in an international exchange program must be approved in advance by the dean to ensure that the content of the studies is such that credit would have been granted towards satisfaction of degree requirements of the Law School, in accordance with American Bar Association Standard 307.

The London Summer Program, while using the same grading system, shall not be subject to the rules for dismissal, probation or eligibility for the Honor Roll.

ARTICLE 8. WITHDRAWAL, LEAVES, AND READMISSION AND TRANSFER ADMISSION

8.1. WITHDRAWAL FROM THE LAW SCHOOL

8.1.1. Voluntary Withdrawal Between Semesters: A degree-seeking student in good standing may decide not to return to the Law School effective as of an upcoming semester. The student must notify the Registrar prior to the fifth class day of that semester to initiate the voluntary withdrawal. Such notification must include the reason for the voluntary withdrawal. A student who voluntarily withdraws in this manner and who subsequently seeks readmission must apply pursuant to section 8.3.

8.1.2. Voluntary Withdrawal During a Semester: A student may request a voluntary withdrawal after the fifth class day of a semester by contacting the Student Services Office. The Student Services Office will schedule an interview with the student to discuss reasons for the withdrawal and the withdrawal process. The student may be directed to consult with or gather additional information from other appropriate University officials. The University reserves the right to seek appropriate documentation from a treating health care provider when a request for a voluntary withdrawal during a semester is made for medical or mental health reasons.

8.1.2.1. A voluntary withdrawal during a semester is contingent upon approval by the dean (or the dean's designee). Permission for a voluntary withdrawal during or after the final ten class days of a semester will only be granted for extraordinarily compelling reasons.

8.1.2.2. An approved voluntary withdrawal during a semester will result in the student being assigned a grade of "W" in each class, provided, however, that the student will receive the earned grade in a class if the student's request for voluntary withdrawal is formally submitted after any of the following has occurred with respect to the class:

- the instructor has submitted the student's grade for that class (including the grade of "Incomplete");
- all of the student's work for the class (including the final exam, if any) has been completed and turned in for evaluation; or
- the possibility no longer remains for the student to receive a passing grade in the class.

8.1.2.3. A student who voluntarily withdraws during a semester and subsequently seeks readmission must apply pursuant to section 8.3.

8.2. LEAVE OF ABSENCE FROM THE LAW SCHOOL

8.2.1. The dean (or the dean's designee) may approve a student for a leave of absence from the Law School. A leave differs from a withdrawal in several ways:

- A leave is an integral part of a plan for the student's development (e.g., academic study, military service, other personal reasons)

- The leave is planned in advance of the semester for which it is granted
- The leave is for an agreed-upon period of time, normally with a limit of two semesters

8.2.2. A student must contact the Registrar prior to the fifth class day of the semester to request a leave of absence. The request must include the reasons for the leave.

8.2.3. Before the semester of reentry, the student must contact the Registrar in order to make the necessary arrangements for registration and enrollment. A student who fails to register and enroll in the semester following the period of the approved leave will be considered as having voluntarily withdrawn between semesters. Applications for readmission by such students would need to be made pursuant to section 8.3.

8.2.4. Unless a leave has been approved specifically for the purpose of study, any academic credits earned while a student is on leave will be applied to the student's degree only for extraordinarily compelling reasons.

8.3. STANDARDS AND PROCEDURE FOR READMISSION

8.3.1. READMISSION AFTER WITHDRAWAL

8.3.1.1. Applications for readmission after withdrawal from the Law School will be considered by the Office of Admissions, adhering to deadlines posted by the Office of Admissions.

8.3.1.2. Students who withdraw during the fall semester of their first year of studies are only eligible for readmission in a fall semester. Students who withdraw between the fall and spring semesters of their first year of studies or during the spring semester of their first year of studies are only eligible for readmission in a spring semester. Students who withdraw after their first year of studies may be readmitted in any semester.

8.3.1.3. A student will not be readmitted if the number of semesters needed to complete the JD degree and the total time away from law study would cause the student to be unable to comply with the American Bar Association's Standard(s) regarding the maximum time between the commencement of law studies and the completion of the JD degree.

8.3.2. READMISSION AFTER DISMISSAL FOR ACADEMIC FAILURE

8.3.2.1. Readmission to the Law School after dismissal for academic failure will be allowed only when that failure was caused by unavoidable and non-recurrent circumstances of an extraordinary nature, and when the dismissal and any other circumstances do not otherwise indicate a lack of capacity to complete the program of study for a J.D. degree and be admitted to the bar.

8.3.2.2. The standards for readmission after dismissal for academic failure provide that no student may recommence studies until one full academic year after the end of the semester in which the student was dismissed. A student

dismissed for academic reasons at the end of the first semester will not be eligible for readmission until the first semester of the next academic year. The dean has the authority to waive the requirements of this section.

8.3.2.3. The dean will decide all questions of readmission, guided by the following policy of allowing readmission only if:

8.3.2.3.1. the circumstances set out in section 8.3.2.1 are applicable, and

8.3.2.3.2. a faculty member agrees to act as the sponsor for the readmission candidate.

8.3.2.3.3. Being a sponsor of a readmission candidate means that the faculty member agrees to meet with the candidate on a weekly basis for the entire academic year following readmission. The weekly sessions will be of sufficient length to review the readmitted student's work and current status.

8.3.2.3.4. It ordinarily will be the responsibility of a readmission candidate to obtain a faculty sponsor, although the administration may, if requested, offer assistance in this regard. It is the candidate's responsibility to work out a program with such a sponsor.

8.3.2.3.5. The faculty should feel no obligation to volunteer as a sponsor. Faculty should act as readmission sponsors only where they have strong feelings about the chances of the candidate performing well upon readmission. No faculty member will be permitted to act as a sponsor for more than one student per year.

8.3.2.4. A readmitted student ordinarily will have to repeat the entire semester for which the student was dismissed. A student who fails in the first year, whether in the first or second semester, ordinarily will be expected to repeat the entire first year. In any event, a readmitted student will be given no credit hours for courses with a grade of "D" or lower prior to readmission and will receive no residency credit for the semester in which the failure occurred.

8.3.3. READMISSION COMMITTEE

All applications for readmission, regardless of the circumstances of separation, will be considered by a Readmission Committee that consists of the Director of Admissions, the Director of Student Services, the Law School Registrar, and the chair of the faculty Admissions Committee. In evaluating an application for readmission, the Readmission Committee will consider the circumstances of the separation, information submitted in readmission application, prior academic performance, activities pursued during the separation, and the impact of readmission on the Law School community. The Readmission Committee also has the discretion to interview potential readmitted students as part of the readmissions process.

8.3.4. READMISSION OF STUDENTS WITH NO EARNED ACADEMIC CREDIT

Students who withdraw during the Fall semester of their first year of studies and have not earned any academic credit at the Law School are eligible to apply for readmission only for the following Fall semester. If such a student does not apply for readmission for the following Fall semester, or if such a student is readmitted but chooses not to enroll, the student is no longer eligible for readmission under these procedures and standards. Instead, to obtain admission, that student must apply to the Law School in the regular admissions process.

8.4. TRANSFER ADMISSION. Applicants seeking transfer from other law schools must make a written statement of previous attendance in law school. Transfers usually will be accepted only in accord with standards adopted by the American Bar Association and the Association of American Law Schools. Exceptions may be made in extraordinary cases.

ARTICLE 9. APPENDICES

Appendix A. The Notre Dame Law School Honor Code
Appendix B. LL.M. in International Human Rights Law Candidate Handbook
Appendix C. LL.M. at Notre Dame Candidate Handbook
Appendix D. J.S.D. Candidate Handbook

Effective July 1, 2015

APPENDIX A

THE NOTRE DAME LAW SCHOOL HONOR CODE

1 STATEMENT OF PURPOSE

This Honor Code is based upon the assumptions that students at the Notre Dame Law School do not lie, cheat, or steal; that they aspire to enter an honored profession; and that their character and conduct while attending this Law School at all times will reflect favorably upon their future profession, this school, and themselves.

2 AFFIRMATIVE DUTIES AND PROHIBITED CONDUCT

2.1 All law students and law faculty have the duty to report promptly either to the Dean, to the member of the faculty whom the Dean has designated to oversee matters regarding the Honor Code and to preside at any hearings involving alleged violations (the "Dean's Delegate"), to the Student Bar Association ("S.B.A.") President, or to the student who has been elected by the Honor Council to lead its activities (the "Chair") all circumstances that they believe to constitute a clear violation of the Honor Code. Knowing breach of this duty shall be a violation of the Honor Code.

2.2 It is the duty of every law student and law faculty member to give testimony or other evidence relevant to any alleged violation of the Honor Code if requested by a student facing a disciplinary charge, the person appointed by the S.B.A. President to present evidence in support of the charge (the "Student Prosecutor"), or the members of the Honor Council who have been chosen to hear the case (the "Hearing Panel"). A person may refuse to testify to avoid incrimination in a violation of the Honor Code or of a public penal law. The Dean's Delegate or the Hearing Panel may excuse anyone from testifying for just cause.

2.3 It shall be a violation of the Honor Code to engage in any of the following:

2.3.1 To use materials or to consult with any other person:

2.3.1.1 in an exam, except as expressly authorized by the instructor; or
2.3.1.2 in research, class preparation, or other assignment, in any manner expressly forbidden by an instructor.

Whenever notice is an issue under the provisions in section 2.3.1, constructive notice applies after the end of the add-drop period to any prohibition that (a) in the case of an exam, appears in exam instructions that the instructor has distributed via e-mail to the entire class no less than 24 hours before the administration of the exam, or (b) appears in a syllabus which the instructor has posted on a web site for the course or otherwise uniformly distributed to the class before the end of the add-drop period.

2.3.2 To submit as one's own work the work of another.

2.3.3 To submit written work in satisfaction of a course requirement or for publication in a journal, if that work reflects, in whole or substantial part, work previously prepared for some other purpose, unless the instructor or, in the case of a journal, the editor has approved the use of the previously prepared work.

2.3.4 To knowingly make any material misrepresentation in connection with any Law School class, program, or activity, including, but not limited to, a clinical course, an externship, journals, moot courts, job searches, scholarship applications, and student competitions.

2.3.5 To knowingly misappropriate the notes, papers, books, computer, or other academic materials of another law student, a faculty member, the Law School, or the University.

2.4 The Dean retains jurisdiction over all matters not explicitly covered by this Honor Code. An instructor retains jurisdiction over grading, which stands separate from the Honor Code process.

3 ADMINISTRATION OF THE HONOR CODE

3.1 There shall be an Honor Council composed of three members elected from each class. During their term of service on the Honor Council, members must be attending the Law School at the campus in Notre Dame, Indiana except if Law School classes are not in session on that campus (e.g., during the summer); any member who does not satisfy this requirement is deemed to have resigned from the Honor Council. The members shall be chosen as follows:

3.1.1 Election shall be in accord with procedures established from time-to-time by the S.B.A.

3.1.2 Each ballot shall contain the following statement only: If officially charged with a violation of the Notre Dame Law School Honor Code, I would choose the following members of my class to (1) hear the evidence for and against me; (2) render a fair and impartial decision concerning my guilt or innocence; and (3) determine sanction.

3.1.3 Each ballot shall contain space for students to vote for three candidates.

3.1.4 The three law students in each class receiving the highest number of votes shall be Honor Council representatives.

3.2 London Academic-Year Programme

3.2.1 Students enrolled in the London Programme shall elect three students from among the students enrolled in the year-round program to perform the functions of the Honor Council for any matter that arises during the

London academic year and shall elect a chair (the “London Chair”) from among its members.

3.2.2 Students enrolled in the London Programme also shall elect an investigator (the “Student Investigator”). For any matter that arises during the London academic year, this student shall perform the functions assigned by this Honor Code to the Student Prosecutor.

3.2.3 For any matter arising during the London academic year, the Director of the London Programme shall perform the functions assigned by this Honor Code to the Dean’s Delegate.

3.3 The Honor Council shall elect its Chair from among its members.

3.4 Term

The term of the Honor Council begins the day after graduation in the spring; the term ends on graduation day the following spring. The outgoing Honor Council shall have continuing jurisdiction over any matter that occurred before the end of its term.

3.5 Prehearing Procedures

3.5.1 Any allegation of a violation reported to the Dean, Dean’s Delegate, or S.B.A. President shall be referred to the Chair, who will pass on the details of the allegation to the Student Prosecutor. If a student reporting an alleged violation wishes to remain anonymous, the Student Prosecutor will honor that request during the initial investigation by not revealing the reporting student's identity to the accused student during that investigation. However, the reporting student's identity must be revealed to the Student Prosecutor. If the investigation leads to a hearing, the hearing procedures described in section 3.6 may require the Student Prosecutor or others involved in the hearing process to reveal the identity of the reporting student to the accused student.

3.5.2 Subsequent to the S.B.A. elections, the new S.B.A. President shall appoint the Student Prosecutor from the student body to investigate and prosecute any allegations of Honor Code violations made until a successor has been appointed. This student shall not currently hold an elected position on the S.B.A. board. The Student Prosecutor shall investigate each allegation in any manner he or she sees fit, but must notify, in writing, the accused student. If an alleged violation could affect a course grade, the Student Prosecutor also shall notify the instructor of the nature of the allegation so that the instructor can provide information about any relevant course policies or exam instructions. To the extent possible, the Student Prosecutor shall not reveal the identity of the accused to the instructor.

3.5.3 If, at any time, the Student Prosecutor concludes that he or she has a conflict of interest that will compromise his or her objectivity in investigating or prosecuting an allegation of an Honor Code violation, the

Student Prosecutor shall recuse himself or herself immediately, and so notify the S.B.A. President, the Chair and the Dean's Delegate in writing. Within forty-eight hours of receiving the Student Prosecutor's written notice, the S.B.A. President shall appoint a Special Student Prosecutor from the student body. The Special Student Prosecutor shall not currently hold an elected position on the S.B.A. board. The Special Student Prosecutor shall perform all the duties and responsibilities of the Student Prosecutor as required by the Honor Code, but only with respect to the allegation that gave rise to the conflict of interest. Upon the resolution of the allegation, the appointment of the Special Student Prosecutor relating to that allegation will terminate.

3.5.4 If the Student Prosecutor determines that an allegation is without merit, the matter is closed. In writing, the Student Prosecutor shall so notify the accused student, the individual who made the allegation, the Chair, and any instructor previously notified. If the alleged conduct implicates a course policy, the written notice shall set forth any relevant admission or facts.

3.5.5 If the Student Prosecutor determines that an allegation has merit, he or she shall deliver to the accused, the Dean's Delegate, and the Chair a written notice of each specific section of the Honor Code allegedly violated and a written statement of each specific act constituting any alleged violation.

3.5.6 If, upon notification pursuant to rule 3.5.4, the accused student informs the Student Prosecutor that he or she wishes to forgo a hearing and to make an admission of guilt, the Student Prosecutor will promptly convene a conference to facilitate an expedited resolution of any charge (an "Admissions Conference"). The Admissions Conference must be attended by the accused student, the Dean's Delegate, the Chair, and, if an alleged violation involves a course, the course instructor. The Admissions Conference can resolve a charge only if all participants of the conference agree to a resolution. If there is not unanimous agreement on a resolution of any charge, that charge will proceed to a hearing. Individual students may only utilize an Admissions Conference once.

3.5.7 After receiving notice from the Student Prosecutor, and after either (1) the accused student has chosen to forgo an Admissions Conference, or (2) an Admissions Conference has not produced a unanimous agreement, the Chair shall:

3.5.7.1 Appoint three students from the Honor Council and ask the Dean's Delegate to appoint three faculty members. These six people comprise the Honor Council Board (the "Board") for the particular hearing. Members of the Board shall disqualify themselves from a hearing if, in their opinion, they are unable to make an impartial decision;

3.5.7.2 Meet with the accused, the student (if any) whom the accused has selected to gather and present evidence in support of the accused

(the “Student Defender”), and the Student Prosecutor to compile a list of the names of all persons having information pertinent to any charge; and

3.5.7.3 Set a date, time and place for the hearing. The hearing must occur within two weeks of the date the Chair receives notice of a charge from the Student Prosecutor. At least 72 hours before the time set, the Chair shall give written notice of the schedule for the hearing to the accused, the Student Defender, the Student Prosecutor, and members of the Board. The Chair shall also inform the members of the Board about the nature of any charge.

3.6 Hearing Procedures

3.6.1 At least 48 hours before the time set for the hearing, the accused student shall select two students and two faculty members from the Board to sit in deliberation of any charge. If the accused student does not timely notify the Chair, the Chair shall randomly select two students and two faculty members to so sit. These four people shall constitute the Hearing Panel.

3.6.2 During the course of the proceedings, the accused shall have the following rights:

3.6.2.1 To select the Student Defender;

3.6.2.2 To attend and participate in any hearing, provided, however, if the accused refuses to appear or fails to appear without just cause, the Hearing Panel may proceed to hear and determine the matter;

3.6.2.3 To testify or to decline to testify, but if the accused declines to testify, that fact shall not be considered as evidence in support of any charge;

3.6.2.4 To confront and cross-examine witnesses; and

3.6.2.5 To present evidence and witnesses.

3.6.3 At least 48 hours before the hearing, the Chair shall issue a written summons to all persons identified under section 3.5.6.2 as potential witnesses. After receiving a summons, failure to appear as a witness without just cause (as determined by the Dean’s Delegate) shall be a violation of this Honor Code, as defined in section 2.2. For good cause, a witness may appear electronically as long as the Hearing Panel can observe the witness’s demeanor.

3.6.4 All Hearing Panel members must be present at the hearing. The Chair shall have the power to appoint an alternate if a Panel member cannot attend for just cause. The Chair shall arrange and monitor an audio record of the hearing. The recording shall remain the property of the Law School. The accused student may request a copy of the audio record.

3.6.5 The Dean's Delegate shall preside at the hearing, which should avoid unnecessary formality, but facilitate an orderly and respectful atmosphere. Hearing Panel members may question any witness. Subject to time limits that the Dean's Delegate may establish, the hearing may include opening statements. The hearing should continue in the following order:

3.6.5.1 Evidence in support of any charge;

3.6.5.2 Evidence in rebuttal;

3.6.5.3 Arguments;

3.6.5.4 Factual findings and decision on whether the accused student has committed any violation charged. If the alleged conduct implicates a course policy or exam instructions, the Hearing Panel shall set forth in writing its factual findings, which can incorporate any relevant admission by the accused student. Even if the accused student confesses that a violation of the Honor Code occurred, only the Hearing Panel can reach a final determination of guilt;

3.6.5.5 If the accused student is found not guilty, the matter is closed, and in writing the Chair shall notify the accused student, the individual who made the allegation, and any instructor, including any factual findings by the Hearing Panel related to course policies or exam instructions;

3.6.5.6 If the accused student is found guilty, the Hearing Panel shall set forth its findings of fact and conclusions relevant to course policies or exam instructions and hear evidence in mitigation and aggravation;

3.6.5.7 Arguments on sanction;

3.6.5.8 Decision on sanction, which cannot reduce a grade, but may include one or more of the following non-exclusive options, all of which should be administered in a way designed to preserve confidentiality to the utmost extent possible:

3.6.5.8.1 Oral admonition – an oral statement from the Hearing Panel that the student has violated the Honor Code;

3.6.5.8.2 Written warning – a written statement from the Hearing Panel that the student has violated the Honor Code;

3.6.5.8.3 Academic Reprimand – a written statement from the Hearing Panel that the student has violated the Honor Code, with the statement becoming part of the student=s permanent record at the Law School;

3.6.5.8.4 Probation – exclusion from participating in the activities of the Law School or University;

3.6.5.8.5 Restitution – a requirement that the student reimburse for injury or injuries caused;

3.6.5.8.6 Fine – a monetary fine, which shall become an obligation to the Law School that must be satisfied in order to receive a degree;

3.6.5.8.7 Work sanctions – service to the Law School community, which must be completed within the time set by the Hearing Panel;

3.6.5.8.8 Suspension – exclusion from classes for a semester or more; or

3.6.5.8.9 Expulsion – permanent exclusion from the Law School, though the sanction may include provision for readmission under specified circumstances.

3.6.5.9 The Chair shall provide written notice to the accused and to the Dean of the outcome. If a violation involves a course, the written notice shall contain the Hearing Panel's findings of fact and conclusions relevant to any course policies or grading.

3.6.6 All decisions of the Hearing Panel shall be made in private deliberations. Any attribution of guilt requires a unanimous vote based upon a standard of reasonable doubt. Decisions on whether the accused student has committed any violation charged shall be based only upon evidence received at the hearing. Sanctioning decisions must be unanimous and may consider sanctions in previous cases.

3.6.7 The Dean shall review the decision of the Hearing Panel. Absent unusual circumstances, the Dean will act within 14 days to approve or modify the decision.

3.6.8 The Dean shall give written notice of the final result to the accused student, the Student Prosecutor, the Hearing Panel, the Chair, and any instructor of any involved course. The notice shall include any findings of fact and conclusions relevant to course policies or exam instructions. If the individual who reported the incident did not receive a copy of the Dean's notice, the Chair shall inform that individual, in writing, of the final result.

4 PUBLIC NOTICE OF PROCEEDINGS AND REPORTING

4.1 Except as otherwise required by this Honor Code, court order, law, or Law School administration, all proceedings under the Honor Code shall be confidential.

4.2 Once an accusation is resolved finally, and without disclosing any names, the Chair shall distribute via e-mail to students and faculty and post in appropriate public places in the law building a notice containing only the following information:

4.2.1 the specific section of the Honor Code alleged to have been violated;

4.2.2 the decision of the Student Prosecutor, Admissions Conference, or Hearing Panel;

4.2.3 a brief summary of the underlying facts regarding the alleged violation; and

4.2.4 the final disposition.

4.3 Without disclosing any names and preferably within thirty days after the end of each semester, the Chair shall prepare a report for the students and the faculty that states: (a) the number of alleged violations reported during the semester; (b) the number of violations that were resolved in an Admissions Conference during the semester; (c) the number of alleged violations that proceeded to hearing during the semester; and (d) the number of violations that resulted in sanctions that the Dean affirmed. For each matter where a violation was resolved through an Admissions Conference or where the Dean affirmed a Hearing Panel determination that a violation occurred, the Chair shall describe the provision involved and summarize the underlying facts.

5 RATIFICATION AND AMENDMENT

5.1 This Honor Code shall be in force after approval by the students and faculty of the Law School. Approval by the students shall be in accord with then-current voting procedures of the S.B.A. Approval by the faculty shall be in accord with then-current voting procedures of the faculty.

5.2 Amendments to this Honor Code may be proposed by the Honor Council. Amendments shall be approved in the manner prescribed in section 5.1.

5.3 Any amendment to this Honor Code shall not become effective until the academic year following approval of the amendment.

APPENDIX B

LL.M. IN INTERNATIONAL HUMAN RIGHTS LAW CANDIDATE HANDBOOK

1. COVERAGE

Provisions of the Hoynes Code govern legal education in the LL.M. Program in International Human Rights Law, except as set forth below.

2. REQUIREMENTS FOR THE LL.M. IN INTERNATIONAL HUMAN RIGHTS LAW DEGREE

2.1. OVERVIEW. To earn the degree of LL.M. in International Human Rights Law, enrolled students must:

2.1.1. Successfully complete a minimum of 24 credit hours and be registered for a minimum of 12 hours each semester.

2.1.2. Successfully complete all curricular and professional requirements listed in this Appendix B.

2.1.3. Engage in full-time study at Notre Dame Law School for two consecutive semesters (or one full academic year) in residence.

2.2. MANDATORY COURSES. The following courses are mandatory courses for the LL.M. Program in International Human Rights Law:

<u>Fall Semester</u>

2.2.1. International Law (3 credits)

2.2.2. Introduction to International Human Rights Law (3 credits)

2.2.3. Business and Human Rights Law (1 credit)

2.2.4. Global Human Rights Clinic (2 credits, Satisfactory/Unsatisfactory grading, for Fall Semester)

2.2.5. LL.M. Legal Research and Writing (2 credits)

Students are free to either add Jurisprudence: Foundations of Human Rights in the fall semester (3 credits), or a Law School elective (1, 2, or 3 credits) for the fall semester.

<u>Spring Semester</u>

2.2.6. Foreign and International Law Research (1 credit)

<u>Either Semester</u>

2.2.7. Jurisprudence: Foundations of Human Rights (3 credits)

2.3. ELECTIVE COURSES. In the spring semester of their academic year in the LL.M. Program in International Human Rights Law, students may register for any elective courses at Notre Dame Law School that appear on the list of elective courses approved by the Faculty Director of the LL.M. Program in International Human Rights Law and maintained by the Registrar.

2.4. DIRECTED READINGS. Separately from elective courses and mandatory courses, students in the LL.M. Program in International Human Rights Law may register for Directed Readings (1 or 2 credits) on topics salient to international human rights law, as approved by the Faculty Director of the LL.M. Program in International Human Rights Law. Students in Directed Readings are expected to produce a written essay, analysis, report, or text on the subject matter of the Directed Reading, at 5,000 words (including footnotes) per credit hour (i.e., 5,000 words for 1 credit Directed Reading and 10,000 words for 2 credits Directed Reading).

2.5. LL.M. THESIS. A student in the LL.M. Program in International Human Rights Law may enroll in 4 credits (1 credit in the fall semester, 3 credits in the spring semester) for LL.M. Thesis under the supervision of a Notre Dame Law School faculty member. The LL.M. Thesis is expected to demonstrate strong academic and legal research aptitudes in complex areas and questions of international human rights law, containing a minimum of 30,000 words (including footnotes), and be of publishable quality.

2.6. OTHER NOTRE DAME LAW SCHOOL COURSES OUTSIDE OF THE LL.M. PROGRAM IN INTERNATIONAL HUMAN RIGHTS LAW CURRICULUM. Students may register and enroll in other Notre Dame Law School courses in addition to those offered in the LL.M. Program in International Human Rights Law official curriculum only after obtaining the prior approval of the Faculty Director of the LL.M. Program in International Human Rights Law.

2.7. COURSES IN OTHER UNIVERSITY OF NOTRE DAME DEPARTMENTS AND UNITS AT THE GRADUATE LEVEL. Students may register and enroll in elective courses in other University of Notre Dame departments and units at the graduate level only after prior consultation with, and obtaining the prior approval of, the Faculty Director of the LL.M. Program in International Human Rights Law confirming such courses' consistency with the official curriculum of the LL.M. Program in International Human Rights Law.

3. GRADES

3.1. GRADES REQUIRED FOR GRADUATION. All LL.M. Program in International Human Rights Law students must achieve a minimum cumulative GPA of 2.600. The cumulative GPA will be calculated only from the Notre Dame Law School courses taken by the student and not from courses in other University of Notre Dame departments and units.

3.2. GRADES REQUIRED FOR GOOD STANDING. All LL.M. Program in International Human Rights Law students are subject to Hoynes Code section 7.2 (as effective with the J.D. Class of 2028), except sections 7.2.3.2.2 and 7.2.3.3 shall not apply and section 7.2.3.2.3 shall only apply in any one semester after the first semester in the LL.M. Program in International Human Rights Law.

APPENDIX C

LL.M. AT NOTRE DAME CANDIDATE HANDBOOK

1. COVERAGE

Provisions of the Hoynes Code govern legal education for the LL.M. at Notre Dame except as set forth below.

2. REQUIREMENTS FOR THE LL.M. AT NOTRE DAME DEGREE

2.1. OVERVIEW. To earn the degree of LL.M. at Notre Dame, enrolled students must:

2.1.1. Successfully complete a minimum of 24 credit hours and be registered for a minimum of 12 hours each semester.

2.1.2. Successfully complete all the requirements listed in section 3 depending on the concentration for which the student is registered.

2.1.3. Engage in full-time law study for two semesters in residence.

3. CURRICULUM FOR LL.M. AT NOTRE DAME

3.1. MANDATORY COURSE

3.1.1. LL.M. Legal Research & Writing

3.2. CORE COURSE. With the exception of the students pursuing the Concentration in Canon Law, students must take one of the following courses:

3.2.1. Introduction to American Legal System
3.2.2. Constitutional Law
3.2.3. Civil Procedure
3.2.4. Legislation and Regulation
3.2.5. Federal Courts
3.2.6. Administrative Law

3.3. CURRICULUM FOR LL.M. AT NOTRE DAME WITH CONCENTRATION IN BUSINESS AND TAX LAW

3.3.1. In addition to the mandatory course and core course requirement, students who wish to pursue the Concentration in Business and Tax Law must

complete at least sixteen credit hours in the Business Law and Tax Law course of study which is maintained by the Registrar and hereby incorporated by reference.

3.4. CURRICULUM FOR LL.M. AT NOTRE DAME WITH CONCENTRATION IN INTELLECTUAL PROPERTY

3.4.1. In addition to the mandatory course and core course requirement, students who wish to pursue the Concentration in Intellectual Property must complete at least fifteen credit hours in the Intellectual Property course of study which is maintained by the Registrar and hereby incorporated by reference.

3.5. CURRICULUM FOR LL.M. AT NOTRE DAME WITH CONCENTRATION IN REAL ESTATE LAW AND ENVIRONMENTAL LAW

3.5.1. In addition to the mandatory course and core course requirement, students who wish to pursue the Concentration in Real Estate Law and Environmental Law must complete at least sixteen credit hours in the Real Estate Law and Environmental Law course of study which is maintained by the Registrar and hereby incorporated by reference.

3.6. CURRICULUM FOR LL.M. AT NOTRE DAME WITH CONCENTRATION IN FUNDAMENTALS OF AMERICAN PRIVATE LAW

3.6.1. In addition to the mandatory course and core course requirement, students who wish to pursue the Concentration in Fundamentals of American Private Law must complete at least eighteen credit hours in the Fundamentals of American Private Law course of study which is maintained by the Registrar and hereby incorporated by reference.

3.7. CURRICULUM FOR LL.M. AT NOTRE DAME WITH CONCENTRATION IN CANON LAW

3.7.1. Subject to the requisite approval process, students who wish to pursue the Concentration in Canon Law must complete the following courses in addition to the mandatory course listed in section 3.1:

3.7.1.1. Introduction to Canon Law (2 credits)
3.7.1.2. Marriage in the Catholic Tradition (3 credits)
3.7.1.3. Penal Canon Law (3 credits)
3.7.1.4. Twelve (12) credit hours in a course of study approved by the faculty director and the curriculum committee.

3.7.2. A student pursuing the Concentration in Canon Law may enroll in three credits for an LL.M. thesis under the supervision of a Law School faculty member. The recommended length of the thesis is 20,000 words without footnotes and apparatus.

3.8. ELECTIVE COURSES

3.8.1. Students may elect to take any additional law courses offered on the main campus to meet the remaining credit requirements.

3.8.2. Directed-Reading Programs. A LL.M. at Notre Dame student may enroll in one directed reading program for up to two credits per semester and in accordance with the requirements listed in section 4.4.2 of the Hoynes Code.

3.8.3. Graduate School and Mendoza Courses. Pending permission from the instructor, a student in the LL.M. at Notre Dame program may receive curricular academic credit for graduate-level courses taken in the Graduate School or the Mendoza College of Business in accordance with the requirement listed in section 4.4.3 of the Hoynes Code.

4. EXCEPTIONS

4.1. With the permission of the dean, one or more of the mandatory courses may be waived.

4.2. LL.M. at Notre Dame students with a J.D. issued by an American Law School may not enroll in courses that are the same or substantially similar to courses taken in their J.D. program.

5. GRADES

5.1. GRADES REQUIRED FOR GRADUATION. All LL.M. Program at Notre Dame students are subject to Hoynes Code section 4.6 (as effective with the J.D. Class of 2028), except section 4.6.2 shall not apply.

5.2. GRADES REQUIRED FOR GOOD STANDING. All LL.M. Program at Notre Dame students are subject to Hoynes Code section 7.2 (as effective with the J.D. Class of 2028), except sections 7.2.3.2.2 and 7.2.3.3 shall not apply and section 7.2.3.2.3 shall only apply in any one semester after the first semester in the LL.M. Program at Notre Dame.

J.S.D. Candidate's Handbook

J.S.D. Requirements at Notre Dame Law School

Approved by the Law School faculty on January 13, 2021

J.S.D. Candidate's Handbook

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A. Introduction

This Handbook has been prepared as a guide for J.S.D. candidates and their Dissertation Committee members. The Handbook is subject to periodic modification or amendment by the Law School Faculty. However, the basic requirements for the J.S.D. degree in effect at the time a candidate enters the J.S.D. Program shall be applicable to that candidate throughout his or her pursuit of the degree.

B. Admission to the J.S.D. Program

1. Dissertation Director

Upon admission to the J.S.D. Program, a J.S.D. candidate will have been assigned a Dissertation Director from among the members of the tenured or tenure-track faculty of the Law School. The Dissertation Director will serve as the candidate's principal academic advisor throughout the program. The candidate's Dissertation Director may be changed, with the approval of the Director of the J.S.D. Program, as may be necessary for the successful completion of the degree.

2. Relationship to LL.M Program

A candidate may be admitted simultaneously to the LL.M Program and to the J.S.D. Program at Notre Dame Law School. In such cases, admission to the J.S.D. program would be conditional on the candidate's satisfactory completion of the LL.M. degree.

C. Requirements for J.S.D. Degree

1. Residency

Two academic years of residency at the University of Notre Dame are required for the J.S.D. degree. If the J.S.D. candidate has previously pursued a J.D. or LL.M. degree at Notre Dame Law School, the period of residency may be shortened to one year.

2. First Year of Residency

Upon beginning the first year of the J.S.D. program, a J.S.D. candidate shall draw up a plan of study for his or her first year of study and residency. The plan of study shall be prepared in consultation with, and shall be subject to the approval of, the candidate's Dissertation Director. The plan of study shall include a minimum of twelve (12) semester credit hours of courses relevant to the candidate's proposed dissertation topic, within or outside the law school. The coursework

requirement may be increased to a maximum of twenty (20) semester credit hours, at the discretion of the candidate's Dissertation Director, taking into consideration the particular needs and prior studies of each candidate.

3. Dissertation Proposal

At the end of the first year of study, the candidate shall submit a proposal describing his or her proposed dissertation topic, including the principal theses of the dissertation, an abstract of the dissertation's overall argument, a preliminary outline of the chapters, and a preliminary bibliography of works to be consulted in the preparation of the dissertation. This dissertation proposal must be approved by the candidate's Dissertation Director and by the Director of the J.S.D. Program before the candidate can continue to the second year of study. The Dissertation Director shall convey that approval in writing to the International and Graduate Programs Office.

4. Dissertation Committee

After approval of the dissertation proposal, the candidate will, in consultation with his or her Dissertation Director, arrange for at least two other Dissertation Committee members, who may be from relevant disciplines other than law. Dissertation Committee members may be chosen from the regular teaching and research faculty of the University of Notre Dame or another university. Candidates are encouraged but not required to seek one Dissertation Committee member from another university, but at most only one Dissertation Committee member may be chosen from the faculty of another university. The Dissertation Committee must be approved by both the Dissertation Director and the Director of the J.S.D. Program. Where the Dissertation Director and the Director of the J.S.D. Program are the same person, the proposed Dissertation Committee must also be approved by the Associate Dean for International and Graduate Programs.

5. Status and Progress After the First Year of Residency

After the first year of residency, and for as long as a candidate remains eligible to remain in the J.S.D. program, the candidate will need to enroll each semester for one unit of credit, for which he or she will receive a grade of "satisfactory" or "unsatisfactory" from his or her Dissertation Director. It is the candidate's responsibility to keep in contact with the Dissertation Director and show sufficient progress to receive the "satisfactory" each term until the degree is completed.

During the second year of residency, the candidate is expected to participate in the academic and scholarly activities of the Law School, under the general guidance of the Director of the J.S.D. Program and of the candidate's Dissertation Director.

After the second year of residency, the candidate may stay and complete the research and writing of the dissertation at Notre Dame, or may work at any other place. In any event, the

candidate will keep his or her Notre Dame student status until the candidate has completed the degree requirements or has become ineligible to continue in the J.S.D. program.

6. Preparing the Dissertation

In continuing consultation with the Dissertation Director, the candidate explores research in areas in his or her field to formulate a dissertation proposal.

By no later than the end of the second year of residency, the candidate shall submit a detailed dissertation outline and an annotated bibliographic review to the Dissertation Director and the other members of the Dissertation Committee. The outline and bibliography must be approved by the Dissertation Committee. The Dissertation Director shall convey that approval in writing to the J.S.D. Program Director and to the International and Graduate Programs Office.

Once the dissertation outline and annotated bibliography have been approved, the candidate shall continue to work with the Dissertation Director and the other Dissertation Committee members to develop the argument of the dissertation and to refine the text. The Dissertation Director shall be responsible for coordinating the Dissertation Committee members' review of and comments on any work in progress on the dissertation. The candidate shall rely on the Dissertation Director for guidance as to when the dissertation as a whole is ready for submission.

In the case of a Dissertation Committee member from another university, typically the expectations for review of the draft dissertation are more limited than they would be for a member of the Notre Dame faculty. An appropriate honorarium should be offered to the external Dissertation Committee member, at the Law School's expense and in coordination with the International and Graduate Programs Office.

7. Submitting the Dissertation

The candidate shall deliver a copy of the finished dissertation to each of the members of the Dissertation Committee. The dissertation must follow the guidelines in the Guide for Formatting and Submitting J.S.D. Dissertations, which is included in this Handbook.

Dissertation Committee members shall have a minimum of four weeks to read the dissertation, decide whether it is ready to be defended, and so indicate to the J.S.D. Program Director. Approval of the dissertation for defense does not imply agreement or support; it implies acknowledgment that the dissertation is an academically sound and defensible scholarly product. Only a dissertation which has been approved for defense by at least two thirds of the members of the Dissertation Committee may be defended. When the dissertation has been approved for defense, the Dissertation Director will inform the Director of the J.S.D. Program and the International and Graduate Programs Office.

8. Dissertation Defense

The International and Graduate Programs Office will schedule the dissertation defense for the earliest feasible date after receiving word from the Dissertation Director that the Dissertation Committee members have approved the dissertation for defense.

In defending the dissertation, the candidate must support his or her claims, procedures, and results in a formal presentation followed by questions from the Dissertation Committee. The defense is the traditional instrument that enables the candidate to explore, with the Dissertation Committee, the dissertation's substantive and methodological force. In this way, the candidate and the committee confirm the candidate's scholarly grasp of the chosen research area. The dissertation defense is not an occasion for inquiring into the candidate's general knowledge of the field. The defense shall be open to the public.

The defense shall be chaired by the Director of the J.S.D. Program, if the director is not a member of the Dissertation Committee. If the Director of the J.S.D. Program is a member of the committee, or is otherwise not available, the defense is chaired by the Associate Dean for International and Graduate Programs or another member of the tenured or tenure-track faculty of the Law School. The chair does not vote. After the defense is completed, the chair and the Dissertation Committee convene immediately in a closed meeting and the chair calls for a discussion followed by a vote of the Dissertation Committee. At least two votes out of three are required to pass a candidate. Passing the candidate constitutes acknowledgment by the Dissertation Committee that the dissertation is of publishable quality and will make a significant and original scholarly contribution to the field.

9. Post-Defense Revisions

Even though the dissertation had been successfully defended, revisions may be required after the defense. If defects in the dissertation come to light at the defense, the Dissertation Committee members may ask the candidate to revise the dissertation before it is accepted as satisfying the degree requirements. In that case, the Dissertation Director will report to the J.S.D. Program Director when such revisions have been completed satisfactorily, and the candidate's degree requirements shall not be considered complete until such time. The Dissertation Director shall also convey that such revisions have been completed satisfactorily in writing to the International and Graduate Programs Office.

10. Copies of Dissertation

After a successful defense and the completion of post-defense revisions, if any, the candidate

presents a copy of the dissertation, signed by the Dissertation Director, to the International and Graduate Programs Office, which shall deposit it with the library.

11. Degree Eligibility

During the first year of residency, the J.S.D. candidate must maintain an average grade of B+ or higher in his or her coursework to continue in the J.S.D. program, and any student failing to meet the average grade requirement will be disqualified from continuing in the program. After the first year in the J.S.D. Program, the doctoral candidate is required at the end of each subsequent semester until completion of the doctorate to submit a brief report on the progress made on his or her dissertation as well as any other significant academic activities or achievements during that semester. The progress report, with any draft chapters or other supporting material, must be presented to the candidate's Dissertation Director and to the Director of the J.S.D. program, and to the Office for International and Graduate Programs, on or before December 1 and May 1 of each year. If no progress report is submitted as required, a grade of "unsatisfactory" will be entered for that semester. Any student receiving two consecutive grades of unsatisfactory will be disqualified from continuing in the program.

The candidate should fulfill all J.S.D. requirements, including the dissertation and its defense, within three years of beginning residency as a J.S.D. candidate. That period may be extended for an additional two years, at the discretion of the Dissertation Director and the Director of the J.S.D. Program, on a candidate's showing of reasonable progress toward completion of the dissertation and a substantial likelihood of completion within the additional time. Any further extensions of time can only be made by the Dean of the Law School, in exceptional circumstances. Failure to complete any requirements within the prescribed time period results in forfeiture of degree eligibility.

D. Guide for Formatting and Submitting a J.S.D. Dissertation

The following formatting requirements in this section may be amended from time to time at the discretion of the Director of the J.S.D Program.

Part One: General Guidelines for Formatting

For all matters not covered by this Guide, the candidate's Dissertation Director acts as arbiter. Format questions not answered in this Guide should be submitted to the Dissertation Director after first consulting the most recent editions of:

> The Graduate School, University of Notre Dame, Guide for Formatting and Submitting Doctoral Dissertations and Master's Theses.
>
> The Modern Language Association of America, MLA Handbook. New York: MLS.
>
> Turabian, Kate L. A Manual for Writers of Term Papers, Theses, and Dissertations (Chicago Style for Students and Researchers). Chicago: University of Chicago Press.

1. Word Processing and Printing

The dissertation should be prepared in Microsoft Word format, and printed on a laser printer.

2. Print Style

Use the same style of print for your entire dissertation, in a twelve-point type size.

3. Duplication

Be sure to check the copies for missing pages.

4. Paper Quality

Use twenty-pound bond paper.

5. Spacing

The text of your dissertation should use 1.5 line spacing, as well as the abstract, preface, and any appendices. Single-space footnotes and block quotations. In the bibliography, table of contents, and lists of tables and figures, single-space each entry and double-space between entries.

6. Margins

For binding purposes, the left (binding-edge) margin must be one-and-a-half inches. The top, bottom, and right margins must be one inch. Tables must be placed within these limits.

7. Sections of the Dissertation

The dissertation sections appear in this order:

Preliminary Sections
* Title page
* Copyright notice
* Abstract
* Dedication (optional)
* Table of Contents
* Table of cases and authorities
* List of tables (if necessary)
* List of figures (if necessary)
* List of symbols (if necessary)
* Preface and/or acknowledgments (optional)

Text
* Introduction
* Chapters

Appendices (optional)

Bibliography

8. Page Numbering

Do not number the title page, copyright page, or abstract.

Paginate the preliminary sections consecutively in lower-case Roman numerals.

Paginate the remainder of the dissertation in Arabic numerals.

9. Quotations

Enclose in quotation marks and incorporate into the text prose quotations of three lines or fewer. Single-space and indent prose quotations of fifty words or more. Do not use quotation marks in a block quotation, unless they appear in the original. Maintain paragraph indentations of the

original.

Treat verse quotations as block quotations.

Enclose interpolations in square brackets [ ]. Note omissions by using ellipsis points (. . .).

11. References

It is a violation of the Notre Dame Law School Honor Code "to submit as one's own the work of another" (Section 2.3.2). Avoid the charge of plagiarism by acknowledging the words or ideas of others. A safe rule to follow is: "When in doubt, cite the source."

12. Footnotes and Endnotes

The dissertation must use footnotes, not endnotes. Citation form must be consistent throughout the dissertation and must follow the Bluebook: Uniform System of Citation or the University of Chicago Law School's Maroonbook.

Part Two: Formatting of Specific Document Sections

1. Title Page

Since key words in the title are the primary reference which other scholars use to locate the dissertation, choose words which convey the contents briefly. The title page contains this information, attractively centered:

Title

A Dissertation

Submitted to the Law School
of the University of Notre Dame

in Partial Fulfillment of the Requirements
for the J.S.D. Degree

by
Your Name
List all your previous degrees after your name.

_____
[Director's Name], Dissertation Director

Notre Dame, Indiana
Month and year of final submission

2. Copyright Notice

Include in the copyright notice the copyright symbol, your full legal name, and the year in which the copyright is secured. For example:

© Copyright by [Your Name] 2021
All rights reserved

3. Abstract

The abstract includes a statement of the problem, a description of the research procedures, the results, and any conclusions or recommendations. It cannot exceed 350 words.

4. Dedication

You may dedicate your dissertation to one or more people.

5. Table of Contents

List in the table of contents only those sections which follow it. List the page number on which each section begins.

6. Preface and/or Acknowledgments (optional)

The preface can discuss the background of the project, its scope and purpose. Acknowledgments can include items such as funding and research grants, permission to use copyrighted material, and credit to individuals who have assisted you.

7. Length of Text

The required length of the dissertation text is to be established by the candidate and the Dissertation Committee.

8. Appendices (optional)

An appendix presents supplementary material such as original data or lengthy quotations.

9. Bibliography

Include only sources cited in the text. You need not include every work you consulted.

Arrange the entries alphabetically by the author's last name. Alphabetize anonymous works by title. Group works of one particular type (e.g., books, government documents, interviews) under separate headings.

Each entry must include the author's full name (last name first), the complete title, and the publisher and date. At your discretion, use the following when necessary to identify a work: editor or translator, edition, name of the series, number of volumes in the series, or the section of the work consulted (e.g., volume, chapter, or page numbers).