

The University of Michigan Law School
ACADEMIC REGULATIONS
FOR MASTER OF COMPARATIVE LAW (M.C.L.)
AND MASTER OF LAWS (LL.M.) STUDENTS

PART ONE: Degree and Grade Requirements

Section I: *General Requirements for the M.C.L. and LL.M. Degrees*

- 1) To receive the degree Master of Comparative Law, (M.C.L.) a student must:
 - a) Complete two fulltime regular terms or their equivalent in residence at this Law School;
 - b) Complete with a passing grade (D or better) a minimum of 20 credit hours in an approved program of study, which must include a research paper under faculty supervision and all required courses; and
 - c) Achieve an honor point average of 2.3 or better in the minimum hours submitted for graduation.
- 2) To receive the degree Master of Laws (LL.M.), a student must:
 - a) Complete two fulltime regular terms or their equivalent in residence at this Law School;
 - b) Complete with a passing grade (D or better) a minimum of 24 credit hours in an approved program of study, which must include a research paper under faculty supervision and all required courses; and
 - c) Achieve an honor point average of 2.7 or better in the minimum hours submitted for graduation.
- 3) The student must obtain the approval of his or her program of study by the Assistant Dean for International Affairs.
- 4) The required research paper and courses for the M.C.L. and LL.M. degrees are described in Part One, Sections VI and VII.
- 5) In calculating the student's honor point average to see if it meets the minimum requirements for the LL.M. or the M.C.L.:
 - a) If more hours are offered than are required for the relevant degree, the lowest-graded excess hours will be ignored; in addition,
 - b) Of the remaining hours, the lowest-graded three hours will be ignored.

Section II: *Residency Requirements*

- 1) Full time residence during a regular term requires carriage throughout the term and completion of at least 10 credit hours with a grade of "D" or better.

- 2) Residence credit for study during summer terms shall be awarded pro rata on a basis that fairly apportions a student's effort to the usual residence period.
- 3) Attendance for other lengths of time or completion of fewer hours of credit than those specified above earns residence credit in the proportion that the number of hours of credit in which a grade of "D" or better is earned bears to 10.
- 4) Compliance with residence requirements for graduation can be met through independent study work only in a term in which regular course work is taken or the supervising instructor certifies that the work was done in residence.
- 5) A student, who received prior to admission, approval for a three or four term program, may enroll for less than 10 credit hours per term. The student must complete the equivalent of two full-time regular terms in residence for graduation.

Section III: Honor Point Average

- 1) Honor point averages are calculated as follows:

Grade	Value in Honor Points per Credit Hour
A+	4.3
A	4.0
A -	3.7
B+	3.3
B	3.0
B -	2.7
C+	2.3
C	2.0
C -	1.7
D+	1.3
D	1.0
E	0
S (See Part One, Sec. V)	No effect
I (See Part Five)	No effect
Y	No effect
H	No effect

- 2) In calculating honor point averages, the following rules apply:
 - a) A student's scholastic standing in the Law School will be determined by an honor point average based on all work taken in the Law School. The "honor point average" is the total honor points earned by the student divided by the total hours of credit carried in graded courses.
 - b) In the case of the grade P, S, H, or Y, the hours of credit are not included in the computation of the honor point average.
 - c) Hours of work for which an "E" grade has been received will be included in determining a student's honor point average.

- d) If a repeat examination in a course is taken by permission of the Global Affairs Committee (or its equivalent) or the Assistant Dean for International Affairs, the student's record will include both the original grade in the course and the grade received upon repeating the examination therein. In computing the honor point average, both grades will be included as if each represented a different course. For purposes of the M.C.L. or LL.M. degree requirements, only the higher grade will be considered. In the case of a repeat exam, the course cannot be repeated for residency or degree credit.

Section IV: Credit Hours

- 1) A credit hour represents approximately 715 minutes of class work, together with the required preparation and the completion of the course requirements with a grade of "D" or better. No credit will be allowed for a course or seminar in which an "E" is received.

Section V: The Limited Grade Option

- 1) Except as provided in paragraph 2 below, a student is prohibited from electing to take a course, seminar, or independent research on a limited grade basis. If a course is offered only on a mandatory limited grade basis the instructor will grade the student's performance as "S" (for "C" or better work), C-, D+, D or E.
- 2) L.L.M. students will have an option to convert a letter grade to a "Pass," represented by a "P," for "C" or better work where they have enrolled in an elective course that is unexpectedly and significantly disrupted by a change in instructor. This pass/fail applies to any elective courses where:
 - a) the class is taught by a sole instructor,
 - b) the instructor unexpectedly changes after the end of the Drop/Add period described in Part Six, Section I, and
 - c) the new instructor teaches at least 25 percent of the total classes.
- 3) A student electing to convert a letter grade to a "P" pursuant to the paragraph above must make the election through the Office of Student Records using the process and within the time frame designated by that Office. That Office will provide clear notice of the election period to students once all grades are posted after a semester.

Section VI: Research Requirement

- 1) The research requirement for the M.C.L. and LL.M. degrees may be satisfied by completing, with a passing grade (D or better), one of the following:
 - a) One two-credit (or more) seminar requiring a substantial research paper or other significant writing assignments;
 - b) One two-credit (or more) course requiring a substantial research paper or other significant writing assignments; or
 - c) An independent research project or projects under faculty supervision totaling two credits or more requiring a substantial research paper or other significant writing assignments.

Section VII: *Required Courses*

- 1) All students, other than those with United States law degrees, must take Introduction to Constitutional Law and American Legal Process (631), unless this requirement is waived for good reason by the Assistant Dean for International Affairs. Students, who do not have United States law degrees, but who have taken courses in U.S. constitutional law at non-U.S. law schools, may, in appropriate circumstances, with the permission of the Assistant Dean for International Affairs, take Introduction to Constitutional Law (540), offered to J.D. students, instead of the Introduction to Constitutional Law and American Legal Process (631).

Section VIII: *Attendance*

- 1) Regular class attendance is required. Excessive absences may influence the grade given in a course and may, at the discretion of the instructor, result in a reduction of credit hours, dismissal from class, or, pursuant to the Global Affairs Committee (or its equivalent) action, result in dismissal from school. A student may not elect courses which have overlapping scheduled meeting times. A student who elects two or more such courses will not receive credit for any of the courses.

Section IX: *Time Limits*

- 1) Students must enroll in consecutive regular terms. All requests for permission to take a leave of absence should be made of the Assistant Dean for International Affairs. Permission will be granted upon a finding of compelling and appropriate reasons.
- 2) A student admitted to the M.C.L./LL.M. program for two terms is required to enroll in a minimum of 10 credit hours of course, seminar or research work in each regular term. Upon commencement of the first term, the student will decide whether to pursue the
 - a) M.C.L. or LL.M. degree. The student who changes his or her mind during the two terms of enrollment must recognize that an LL.M. degree requires more course credits than an M.C.L. degree.
 - b) The student who enrolls in less than 24 credit hours during the two terms in residence may, prior to the expiration of the second term request permission from the Assistant Dean for International Affairs to enroll in the immediately succeeding summer or fall term for the additional credit hours needed for the LL.M. degree. Permission will be granted provided the student has achieved a 2.7 honor point average by the end of the second term.
- 3) A student, who has received his or her law degree in the United States, Canada, the United Kingdom, Australia, New Zealand, or South Africa or who has received an admission designation to the LL.M. program only, is not eligible to receive the M.C.L. degree. The student must enroll in at least 24 credit hours of course, seminar or research work in the fall and winter terms, with a minimum of 10 credit hours each term, and may not enroll for more than two terms in the LL.M. program.
- 4) All students enrolled in the M.C.L./LL.M. program or in the LL.M. program may spend time in the summer following the first two terms to complete a research paper, provided the instructor approves the time extension.
- 5) All work for a degree must be complete within two years after the date of first enrollment.

Section X: Academic Eligibility

- 1) If a student fails to attain the honor point average required for graduation at the end of the program period for which he or she was admitted, the student may petition the Graduate Programs and Foreign Affiliations Committee (or its equivalent), through the Assistant Dean for International Affairs, for permission to enroll for an additional term or to take repeat examinations. The Global Affairs Committee (or its equivalent) may approve the petition, subject to such conditions as it may deem appropriate, provided the circumstances in the case are such as to convince the Committee that the student has not had sufficient opportunity to demonstrate his or her capacity for law school work and that a further trial will result in success.
- 2) A student who receives, prior to admission to the M.C.L./LL.M. program, approval for a three or four term program must satisfy the degree requirements for the M.C.L. or LL.M. degree by the end of the period for which he or she was admitted. Any such student, whose honor point average is below 2.2 for all work taken through the second term or any term thereafter prior to the last term, must appear before the Global Affairs Committee (or its equivalent) or its representative to establish the conditions under which the student may continue in the Law School.

PART TWO: Term Credit Hour Regulations

- 1) The minimum student class schedule during a regular term is 10 credit hours unless a lighter load is approved by the Assistant Dean for International Affairs. In general, approval for reduced loads will be given only for reasons of health or if a student received, prior to admission, approval for a three or four term program.
- 2) The maximum student class schedule during a regular term is 15 credit hours unless a heavier load is approved by the Assistant Dean for International Affairs.
- 3) The minimum and maximum class schedules for a summer term will be indicated in the classification materials for each summer term.

PART THREE: Special Course Elections

Section I: Course Elections in Other University Departments

- 1) Students may, with the prior approval of the Assistant Dean for International Affairs, elect for credit not more than six hours of courses in other departments of the University of Michigan in partial fulfillment of the requirements for the M.C.L. or LL.M. degrees. Election is limited to courses which are acceptable for graduate credit within the University or must otherwise be at the highest level appropriate to the student's level of expertise.
- 2) The approval of the Assistant Dean for International Affairs will be given only upon a determination that the course is relevant to or will contribute to the education of a lawyer. Students will not receive credit toward the M.C.L. or LL.M. degrees for English language courses.

- 3) A student electing a course in another University of Michigan department, school or college must comply with the academic regulations of that department, school or college. Regardless of such regulations, however, incompletes must be completed no later than they would be under these regulations.
- 4) A grade received in a course taken in another department of the University will be recorded on the student's transcript. However, it will not be averaged into a student's honor point average. Courses taken in other departments of the University, if successfully completed, will be included in the minimum number of credit hours required for graduation. "Successful completion" is defined for this purpose as receipt of a grade not lower than "B-" or such other grade that, as determined by the Assistant Dean for International Affairs, is the closest equivalent at the department, school, or college offering the course to a "C" in a Law School course. If the student does not successfully complete the course, the grade received shall be entered on the student's transcript and no credit toward the degree shall be awarded.

Section II: *External Studies Programs*

- 1) Students are not eligible to participate in external studies programs. External studies are individual programs of study to be carried on away from the Law School.

Section III: *Independent Research*

- 1) Students may enroll for independent research under any member of the Law School faculty who is willing to supervise such work. The credit to be given, as well as the scope and subject matter of the project, will be determined by the faculty member who undertakes to supervise and grade the student's research.
- 2) A student may not offer more than a total of six credit hours earned for independent research in satisfaction of the requirements for the M.C.L. or LL.M. degree.
- 3) A student who wishes to enroll for independent research credits, including independent research credits in connection with a seminar, must receive permission to do so from the instructor.

PART FOUR: Examinations and Papers

Section I: *Regular Examinations and Papers*

- 1) Written final examinations (and midcourse examinations in two-term first-year courses) normally will be given at the end of each term or as announced in the schedule. A student enrolled in a course must take the regularly scheduled examination in that course. Failure to take the examination or to hand in an examination paper will result in a failing grade for the course unless the student has arranged for a special examination in accordance with Section II of this Part, has dropped in accordance with Part Six, or has arranged an incomplete in accordance with Part Five.
- 2) Additional examinations, papers, or other work may be required and may be taken into account in determining the final grade.

- 3) In all courses, seminars or independent research in which the grade depends in whole or in part upon any written paper, the paper must be submitted to the instructor no later than the date set by the instructor. Submission of papers thereafter will be accepted for credit only at the instructor's discretion (subject to the limitations in Part Five on incompletes).
- 4) All students for whom the TOEFL/IELTS requirement was not waived during the admissions process shall be entitled to receive 25% extra time on written, in-class scheduled end-of-term exams during their first semester in the M.C.L. or LL.M. program. Any student in this ESL test-taking group whose first semester grade point average is below a 3.0 shall receive 25% extra exam time for written, in-class scheduled end-of-term exams during the second semester as well. Students in this group whose grade point average after the first semester is 3.0 or above shall receive no additional time.

Students who take more than two terms to complete the M.C.L. or LL.M. degree shall receive extra exam time in additional semesters only if they were admitted with a TOEFL/IELTS score and if their cumulative grade point average is below a 3.0. Extra exam time shall always be 25%.

Section II: *Special Examinations*

- 1) A “special examination” means a midterm or final examination given at a time other than the regularly scheduled time for the examination in that course, or a midterm or final examination approved by, or specially prepared for a particular student by, the instructor whose examination was originally missed.
- 2) A student may take a special examination in a course upon establishing to the satisfaction of the Assistant Dean of Students, in consultation with the instructor, that a rescheduled examination is necessary:
 - a) In order to accommodate a student’s disability;
 - b) In order to avoid a conflict with a student’s observation of a religious holiday; or
 - c) Where a student faces one of the following scheduling conflicts:
 - i) two examinations scheduled at the same time;
 - ii) three examinations in consecutive time periods; or
 - iii) 10 credit hours of exams within two calendar days. (Any petition to take a special exam because of scheduling conflicts must be filed with the Assistant Dean of Students no later than the last day of classes.)

Special exams shall be rescheduled as soon as reasonably possible, given the student’s circumstances. Where a special exam taken under this paragraph is rescheduled before the end of the grading period, instructors may not require that the grading be on a limited grade basis. Where the special exam taken under this paragraph is rescheduled after the grading period, instructors must consult with the Assistant Dean for Student Life to determine whether grading on a limited grade basis is appropriate. In the case of special exams given to avoid conflict with a religious holiday, rescheduling must be in advance, and instructors may require the student to take the exam early or else be graded on a limited grade basis.

- 3) A student may also take a special examination upon establishing to the satisfaction of the Assistant Dean for Student Life an incapacitating physical or mental condition, the death or serious illness of an immediate family member, or other exigency. In such cases, after consultation with the instructor, the Assistant Dean for Student Life may require the student to take the next regularly scheduled final examination in that course, or a special examination at a rescheduled time. In either case, the instructor for the course may elect to grade the special examination on a limited grade basis.

PART FIVE: Incompletes

Section I: *Conditions*

- 1) A student will be permitted to take an incomplete in a course, seminar, or independent research, if:
 - a) The student petitions the Assistant Dean for International Affairs before the day of the final examination for the course or the last class session of a seminar or the deadline for submission of independent research (except in the case of a verified medical emergency); and
 - b) The Assistant Dean for International Affairs finds that for compelling and appropriate reasons (e.g., an incapacitating physical or mental illness or the death or serious illness of an immediate family member), the student is unable to complete the work for the course, seminar or independent research or to take or complete the final examination.
- 2) A student will also be permitted to take an incomplete in a seminar or independent research if the student receives permission to do so from the instructor. The student must request permission for an incomplete from the instructor prior to the regular deadline imposed by the instructor for submission of work for the seminar or independent research. If permission for an incomplete is granted, the work for the seminar or independent research must be completed within the time indicated in Section II of this Part or by such earlier deadline as the instructor may establish.

Section II: *Completion of an Incomplete*

- 1) An incomplete must be completed no later than the end of the second following regular term (or by such earlier deadline imposed by the instructor pursuant to Section 1, paragraph 2 of this Part) unless an extension is granted by the Assistant Dean for International Affairs for good cause. Such extensions may be granted only from regular term to regular term.
- 2) A student must confer with the Assistant Dean for International Affairs and appropriate instructor to establish the remaining requirements for receipt of a grade and credit.

Section III: *Completion of the Incomplete/Receipt of "E" for Failure to Complete*

- 1) When an incomplete course, seminar or independent research has been completed, the grade will be recorded, and the original incomplete entry will be removed from the record unless the instructor for the course specifically requests that both grades remain on the transcript. If they are not completed within the time indicated in Section II of this Part, the grade of "E" will be entered. If an incomplete has not been completed by a student's graduation date, the 'incomplete' designated will remain.

Section IV: *Effect of Incompletes upon Reenrollment*

- 1) No student who has more than two incompletes may enroll except with the written approval of the Assistant Dean for International Affairs.

PART SIX: Changes in Course Elections (Drop/Add)

Section I: *Courses*

- 1) Course deletions may be made in course elections within the first full week of classes after the beginning of the term. A required course may be dropped only with the permission of the Assistant Dean for International Affairs. Additions may be made in course elections within 10 class days after the beginning of a term.

Section II: *Seminars*

- 1) A seminar may be dropped only before the second class day following the first class session of that seminar, unless an earlier date is set by the instructor.

Section III: *Late Changes in Course Elections*

- 1) After the above designated time periods, a student may drop a course or a seminar only with the permission of the Assistant Dean for International Affairs, in consultation with the instructor, upon a finding of compelling and appropriate reasons. An administrative charge may be imposed in such cases.

PART SEVEN: Grading

Section I: *Posting of Grades*

- 1) As soon as possible after each regular and summer term, the Registrar will officially post grades earned in courses or seminars. Final grades must be filed with the Registrar within four weeks after the last scheduled examination date in each term.

Section II: *Anonymous Grading*

- 1) For most courses, anonymity in reading final examination papers must be preserved. The Administration of the Law School will establish procedures which require instructors to file tentative grades with the Registrar on an anonymous basis. Instructors may then take into account other factors such as classroom performance in establishing the permanent final grade to be filed with the Registrar.
- 2) Certain courses such as seminars, clinical law, independent research, and others in which grades are based upon observation of student performance, consultation with students in selecting and developing projects, or similar factors do not lend themselves to anonymous grading and are not governed by the principle described in paragraph 1. If a student is in doubt about a specific course, inquiry should be made of the instructor.

Section III: *Changing Grades*

- 1) Once a final grade has been submitted to the Registrar, it may not be changed unless the instructor who submitted the grade concludes that a clear mistake has been made, and the Associate Dean for Academic Programming approves the grade change.
- 2) All grade changes must be approved prior to the end of the next regular academic semester following the semester for which the original grade was submitted, or (in the case of graduating students) prior to submission to the Board of Regents of a degree list that includes the student.

PART EIGHT: Interpretation and Waiver of Academic Regulations

Section I: *Interpretations*

- 1) The Assistant Dean for International Affairs, (or in their absence, the Associate Dean for Academic Programming), with the guidance of the Global Affairs Committee (or its equivalent), will provide interpretations of these regulations as the need arises.

Section II: *Waiver*

- 1) Requests for a waiver of a rule or requirement must be in writing and must be addressed to the Assistant Dean for International Affairs, who will recommend petition to the Global Affairs Committee (or its equivalent), if such action is appropriate. The Global Affairs Committee (or its equivalent) is responsible for establishing the procedural rules for processing such petitions.

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