



AMERICAN HERITAGE  
UNIVERSITY  
OF SOUTHERN CALIFORNIA

# LAW PROGRAM

The World is Our Classroom. We are dedicated to providing quality,affordable legal education and responding to the needs of future law professionals.



## Table of Contents

About The School of Law.....	P.5
Faculty & Administrative Staff.....	P.6-7
Welcome Message from the Interim Dean.....	P.8
<b>1. General Information.....</b>	<b>P.9</b>
Mission Statement	P.9
Licenses and Procedures	P.9
State Bar of California, Committee of Bar Examiners	P.9
The Committee of Bar Examiners	P.9
Bureau for Private Postsecondary Education	P.9
Objectives and Goals	P.9
<b>Juris Doctor Program</b>	P.9
Juris Doctor (JD) Educational Objectives	P.9
<b>Bachelor of Science in Law</b>	P.9
Bachelor of Science in Law (BSL) Educational Objectives	P.9-10
Goals	P. 10
Career Opportunities	P. 10
Distance Learning	P. 10
Admissions Requirements and Procedures	P. 11
Credit Transfer Information	P.12
International Applicants	P. 12
Modes of Learning	P. 12
Computer Equipment Requirements	P.14
Hardware	P. 14
Operating System	P. 14
Software	P. 14
<b>2. The Law Degree Program.....</b>	<b>P.15</b>
<b>3. Course Descriptions.....</b>	<b>P. 15</b>
Juris Doctor Degree (JD)	P. 15
Bachelor of Science in Law (BSL)	P.19

<b>4. LAW SCHOOL POLICIES AND PROCEDURES.....</b>	P.23
<b>Attendance, Withdrawal, Leave of Absence</b>	P. 23
Attendance Requirements	P. 23
Start Dates	P. 23
Attendance Policy	P. 23
Course Cancellation	P.24
Add/Drop Procedure	P. 24
Administrative Drop	P. 24
Complete Withdrawal/Termination Procedures	P. 24
Course and Instructor Evaluations	P. 24
Academic Progress	P. 24
Leave of Absence	P. 24
Cancellation or Withdrawal Policy	P.25
Student Identification Card	P.25
Academic Dismissal	P. 25
Academic Probation	P.25
Academic Integrity	P.25
Auditing A Course	P.26
Code of Conduct	P.26
College Level Examination Program	P.26
Academic, Administrative Policies and Procedures	P.26
Enrollment Agreement	P.26
Payments and Release of Records	P.26
Address and/or Name Change	P.26
Health and Safety Regulations	P.26
Externship & Internship	P.27
Class Size	P.27
Course Scheduling	P.27
Course Load	P.27
Course Length and Completion	P.27
Course Numbering System	P.27
Cumulative Grade Point Average	P.27
Discipline	P.27
Reprimand	P.28
Suspension	P.28
Dismissal	P.28
Warnings	P.28
Procedures for Disciplinary Cases	P.28
Representation by Legal Counsel or Lay Advisor	P.29
General Policy on Grading	P.29
Grading Scale	P.29
Authentication of Student Work	P.30
Failed Course	P.30

Re-enrollment/Reinstatement	P.30
Reproduction of Copyrighted Materials	P.31
Graduation	P.31
Proctored Exams	P. 31
Textbooks and Instructional Materials	P. 31
Self-Authored Instructional Materials	P. 31
Transcripts	P. 31
Student's Right to Appeal	P. 31
Student's Rights To Appeal Academic Probation or Dismissal	P. 32
Student's Right to Drop a Course	P.32
Tax Deductions for Education Expenses	P. 32
Student Health and Safety Regulations	P. 32
Photo Release	P. 32
Right To Withhold Transcripts, Grades, or Information for Nonpayment Of Tuition	P. 33
Availability of Physical Student Records	P.33
Rights and Access By Others	P.33
<b>Student Services</b>	P.33
Peer Mentoring Program	P.33
Library and Bookstore	P.33
Authenticating Student Identity	P.34
Student Center	P.34
Participation/Attendance	P.34
Student's Rights and Grievance Procedure	P.35
Confidentiality of Student Privacy and Records	P.35
Non-Discrimination Policy	P.35
Placement Services	P.35
Housing	P.35
<b>5. Tuition.....</b>	<b>p.36</b>
Fees	P.36
Tuition Payment Options	P.36
Academic Standing	P.36
Good Standing	P.36
Probation	P.36
Academic Dismissal	P.36
Advancement	P.36
Graduation	P.37
Refund Policy	P.37
Proof of Issue of Catalog	P.38

## About The School of Law

Main Campus  
1802 East G Street  
Ontario, CA 91764

Website: [www.ahulaw.com](http://www.ahulaw.com)  
Contact & Email: [info@ahulaw.com](mailto:info@ahulaw.com)  
Admissions: [admissions@ahulaw.com](mailto:admissions@ahulaw.com)  
Technical Support: [support@ahulaw.com](mailto:support@ahulaw.com)  
Law School Registrar: [registrar@ahulaw.com](mailto:registrar@ahulaw.com)

Telephone: (909) 884-9000  
Fax (909) 467-1199

### HOURS OF OPERATION

Monday through Friday: 9:00 a.m. – 5:00 p.m. Closed  
Saturdays and Sundays

### AHUSOL observes the following holidays:

January 1, 2016 New Year's Day  
January 18, 2016 Martin Luther King Jr. Day  
February 15, 2016 Presidents Day  
May 30, 2016 Memorial Day  
July 4, 2016 Independence Day  
September 5, 2016 Labor Day  
November 24-25, 2016 Thanksgiving Day  
December 24-31, 2016 Season's Holidays

**Faculty & Administrative****Staff****Faculty****Dr. Tony B.E. Ogiamien, Law School  
Administrator/Interim Dean**

B.S. Law, Western State College of Law  
Certificate Human Rights, University of  
Strasbourg

J.D., University of Essex, England

U.K. Barrister-at-Law, Victoria Island

**Dr. Alex A. Naghibi., Professor and  
Assistant Dean**

B.S. English Philips University

M.Ed., Educational Administration, Philips  
University

J.D., Educational Administration, University of  
Southern California, NPU

LLM, Thomas Jefferson School of Law

**Crystal Haly Niebals, Esq, Adjunct Professor**

State Bar of California, May 2014

State Bar of Texas, November 2012

Juris Doctor, May 2012, South Texas College of  
Law

Bachelor of Arts in History, May 2008, California

State University Fullerton, Fullerton, California

**Ivonne De La Cruz, Esq, Adjunct Professor**

State Bar of California, December 2003

Juris Doctor, May 2003, Western State University  
College of Law, Fullerton, CA

Bachelor of Arts in Political Science, June 2000,

University of California, Riverside, CA

**Mark Shafer, Esq, Adjunct Professor**

Juris Doctor May 2007

Chapman University School of Law, Orange  
CA

Bachelor of Arts, Organizational Leadership  
emphasis Communication, May 2002

Chapman University School of Law, Orange  
CA

**Nicholas B. Grossman, Esq, Adjunct  
Professor**

Northwestern California University, School of Law  
Juris Doctor (JD), June 2008

Sacramento, CA

Northwestern California University

Bachelors of Science (BS) in Law, June 2006

Inland Valley University, College of Law

Certified Immigration Consultant, December

2005, Upland, CA

**Patricia L. Ray, Adjunct Professor**

J.D. Duquesne University (1979)

LL.M. National University in Singapore  
(1997)

M.A. University of Pittsburgh (1981) B.S.

Carnegie Mellon University (1971) Member of  
the California, New York and Pennsylvania Bar  
Associations

Member of the U.S. Patent and Trademark Office  
Bar and International Bar Association Currently  
employed as a Legal Consultant for Financial  
Markets, Inc., and East West Management, Inc

**Kenneth A. Roberts, Esq, Adjunct Faculty**

Juris Doctor, May 1980, USC

State Bar of California, 1974

U.S Federal District Court, 1974 to present

U.S Supreme Court, 1980 to present

Adjunct Professor, Trinity Law School 1998 – 2008

## **Principal Officers of The University**

### **Dr. Tony B.E. Ogiamien, Law School Administrator/Interim Dean**

B.S. Law, Western State College of Law  
Certificate Human Rights, University of  
Strasbourg

J.D., University of Essex, England

U.K. Barrister-at-Law, Victoria Island

### **Jyotirmay (Jay) Deb, Vice President/Chief Academic Officer (CAO)**

M.Tech., Jadavpur University, India M.S.,

Western Michigan University,

MI M.B.A., Pepperdine University, CA Ph.D, Union

Institute & University, OH

### **Denise C. Flanagan, Librarian**

B.A. University of California, Riverside

M.L.S., University of Southern California

## **Administrative Staff**

### **Pat Ogiamien, B.A. (Cal State)**

Director of Operations

### **Fathiah E. Inserto Ph.D., J.D.**

Registrar & Secretary to Senate

### **Christine Steinberg A.A.**

Admissions Officer

### **Owen Osula, B.A. UCLA**

Support Staff

## WELCOME MESSAGE FROM THE INTERIM DEAN



Welcome!

Thank you for your interest in the educational programs offered by American Heritage University, School of Law. I congratulate you in pursuing a career in law and for taking advantage of the excellent Law Program we have to offer. I also extend a warm welcome to those who are new to the program.

Here at the School of Law, our main goal is responding to the needs of today's law professionals by offering quality, affordable, legal education. Our main objective is to prepare students for entry into the legal field.

This Catalog is designed to provide the valuable information regarding the objectives and requirements of the Law Program that is offered entirely on-line. It also introduces you to the "Distance Learning" expectations and policies as they relate to the delivery of instruction.

As a law student, there are many advantages. The on-line "Distance Learning" mode of instruction provides flexibility for students who are re- entering postsecondary training as they have postponed their education to work full-time. It also offers convenience so students can find time to finish a degree program. The main advantage of the Law School is the quality and expertise of the instructors, which enhances the students' educational experience.

I hope your transition into the program is pleasant as I have an open door policy if any questions may arise. As a prospective student, we invite you to join us and look forward to welcoming you.

Sincerely,

A handwritten signature in black ink that reads "Tony B.E. Ogamien". The signature is written in a cursive style with a long horizontal line extending to the right.

Dr. Tony B.E Ogamien  
Interim Dean, School of Law

## General Information

### Mission Statement

Our mission is to provide quality, affordable, legal education to qualified individuals, wherever located, using the most effective educational technology available.

The primary objective is to educate and prepare students for the legal profession. The School of Law is committed to treating each person as an Individual and welcomes the diverse experiences of its students.

### Licenses and Procedures

#### State Bar of California, Committee of Bar Examiners

The School of Law is registered with the State Bar of California. Law graduates are eligible to sit for the California Bar and practice law in California. Applicants of the JD Program are advised to contact The State Bar if they have further questions or concerns.

#### The Committee of Bar Examiners

180 Howard Street  
San Francisco, CA 94105  
Telephone: (415) 538-2303  
Website:

<http://www.calbar.ca.gov/admissions> The Bachelor of Science in Law (BSL) Program is separately licensed and governed as a degree granting institution by the California Bureau for Private Postsecondary Education (BPPE). If you have further questions that have not been

answered by the Law School you can contact the BPPE directly.

### Bureau for Private Postsecondary Education

2535 Capital Oaks Drive, Suite 401  
Sacramento, CA 95833  
Toll-Free (888) 370-7589  
Fax (916) 263-1897  
[www.bppe.ca.gov](http://www.bppe.ca.gov)

### Objectives and Goals

#### JURIS DOCTOR PROGRAM

##### Juris Doctor (JD) Educational Objectives:

- Prepare students for the basic professional degree in law.
- Encourage students to develop analytical thinking, mental alertness, and effective communication skills.
- Provide a comprehensive understanding of the profession of law and the legal systems of the United States.
- Train students to become eligible to sit for the California Bar Examination and practice law in the State of California and in Federal Courts.

#### BACHELOR OF SCIENCE IN LAW

##### Bachelor of Science in Law (BSL) Educational Objectives:

- Develop skills in legal research in terms of writing and analysis.
- Train to perform and manage procedural and substantive legal tasks in an ethical manner.
- Prepare students for a career in Law, Criminal Justice or Insurance.

- Train students to understand the interrelationship between legal systems and society.

#### Goals:

- Provide adult students with an understanding of the basics of legal theory and practice so that they can acquire a firm foundation in the law as it functions in business, government and society in general.
- Prepare students for a career in law, legal research, law enforcement and corporate legal department or insurance.
- Satisfactory completion of a JD and BSL degree.

#### CAREER OPPORTUNITIES

The School of Law program objectives are designed to provide career-minded adult learners with scholarly and practical knowledge necessary to receive a degree in an effort to broaden their professional opportunities and horizons. The main goal is that law school students pass both the First Year Law School Exam (FYLSX) and General Bar Exam (GBX) as mandated by the California Committee of Bar Examiners in order to become practicing attorneys in California. The School of Law program is designed to prepare students to enter the job market at various levels in their respective fields.

The BSL degree prepares students for lower to mid-level management positions in any number of different organizations. Students with a professional doctorate degree, such as a Juris Doctor, are prepared for the actual practice of their profession as well as consultation and/or research positions.

In the event a student is referred to the School of Law programs by their employers, the school of law incorporates their input into the development and revision of relevant program objectives in an effort to meet the needs of the marketplace.

The U.S. Bureau of Labor Department forecast predicts Legal occupations are projected to add 131,000 new jobs between 2010 and 2020. This represents 10.8 % growth from the occupational groups' 2010 employment level of roughly 1.2 million. Because their employment is growing at about the same rate as the other occupations, the 73,600 (new jobs projected for lawyers will also account for the majority of new jobs in the group). Jobs for legal support workers are projected to grow 12.9 % and add 50,600 new jobs.

#### DISTANCE LEARNING

The School of Law dual programs are administered entirely on-line. Currently, the school utilizes a "state of art" college management system. Specifically developed Learning Modules including evaluations were developed to enable students to attain degree program objectives through the Distance Learning education method. Through this system, the program objectives are achieved in a flexible, but sensible manner via Distance Learning (DL).

Each Learning Module includes the course syllabus, learning objectives, textbook chapters, key terms, assignments, midterm examinations, case studies and the final exam. Written assignments may be in any one of the following formats: essays, problems, case study, critical thinking papers, and mini-research project. This process ensures that the Law School students, upon successful completion of a

course, have the opportunity to demonstrate that they have attained the goals and objectives for the program. Independent study is an important part of overall academic strategy as well.

Students are given outside reading, research, and assignments, to compliment their online learning.

#### **The School of Law utilizes three platforms:**

- e-Lecta ([www.elearning.AHUSOL.net](http://www.elearning.AHUSOL.net)) for delivering lectures to students on real-time basis.
- Populi ([www.populiweb.com](http://www.populiweb.com)) for academic management and student records.
- Wistia ([www.AHUSOL.wistia.com](http://www.AHUSOL.wistia.com)) for streaming and downloading Content

eLecta allows students to log in and collaborate face-to-face with the instructor and view or download previous lectures. Most important, eLecta is user friendly and meets the need of today's generation of technology as students or staff can join in with a PC, Mac, iPad, iPhone, or an Android device. Today's generation is more familiar with the digital media as opposed to the traditional note taking typically used by the previous generation.

Populi is essentially a data management system used for student records. This is accessible to the faculty, students and authorized personal. Populi is web-based software, no CD, no downloads, no upgrades. You simply log in. Student records are stored in one place with the same level of protection and security. Populi runs in a web browser such as Mac, Windows, or Linux.

Wistia is our video channel for streaming and downloading video content such as

announcements, pre-recorded lectures and other student related content.

#### **The benefit of the system:**

- Improved student-to-student communication in each course level.
- Students are able to create their own discussion topics.
- Professors are easily able to comment on submitted essays as it is user-friendly.
- Enhanced reporting and tracking capabilities.
- Quality face-to-face, real live-time interface, voice to voice communication on multiple platforms.

#### **Tools:**

- Posting of Course Materials: (text, graphics, video and audio files) on a course page allows a student to access reading materials, assignment criteria, instructions and links to supplemental resources.
- File Exchange: Allows a student using e- mail attachments, digital drop box, or file- transfer- protocols to exchange files between students.
- E-Mail: Allows digital communication between students and instructors.
- Discussion Boards: Allows multiple-person discussions (either posted to a web site or via e-mail) to occur within the class.

#### **Admission Requirements and Procedures**

The JD/BSL Degree programs adhere to the California State Bar Pre-Legal Education Regulations under Title 4 Admissions and Educational Standards. Chapter 3. Required Education Rule 4.25 General Education in determining the qualifications of those applicants who plan to attend law school and become members of the California Bar.

## STEPS FOR ADMISSION ARE AS FOLLOWS:

(Full Student Center access will be granted upon receipt of the tuition down payment.)

1. Completed Application, with a \$50.00 Application Fee
2. Submit Official Transcripts
3. Completed Enrollment Agreement
4. Personal Statement between 300-500 words; Why do you want to become an attorney? What commitments will you make to achieve this goal?
5. Professional Resume

Official Acceptance: After these listed items have been received a student receives an Official Acceptance Letter. If you have not met the minimum requirements and additional information is needed, you will receive a Provisional Acceptance Letter.

Minimum Entrance Requirements: (Must possess or complete one of the following):  
Degrees:

- Associates Degree or greater: Degree must be from an accredited US college or equivalent.
- A combined total of 60 qualifying semester or 90 qualifying quarter units/credits or greater: Units/credits must be from an accredited US college or equivalent.
- Must pass the College-Level Examination Program (CLEP) requirements with a 50 or greater (satisfactory completion of exams): this solution is for all students who do not possess sufficient units.
- For students with foreign degrees, a foreign, course-by-course evaluation must be provided by one of the California Bar approved Evaluation Providers.
- An official copy of all transcripts or evaluations must be received by Law School. Students must complete the admissions application, enrollment agreement, and sign any relevant disclosure statements. Students must also submit a resume and personal statement.

## CREDIT TRANSFER INFORMATION

The School of Law allows transferable credit of completed law course(s) from approved law schools that comparably meet university course work requirements and standards, which are documented on official transcripts. Each transcript is evaluated by the Office of the Registrar and the Dean to determine what course work can be transferred into the current program.

## INTERNATIONAL APPLICANTS

Students whose primary language is not English must have sufficient command of the English language to benefit from instruction at this university. Coursework is offered entirely in English. It is required that students must be able to communicate effectively in English to complete courses. A Test of English as a Foreign Language (TOEFL) result of five hundred and fifty (550) or above will be used to determine the extent of English proficiency, and thereby student placement. Presently, the University offers English as a Second Language (ESL) course that is licensed by BPPE. Students who do not demonstrate a sufficient command of the English language must complete an ESL course as this program is not offered online.

## Modes of Learning

The School of Law dual programs are administered entirely on-line. Currently, the school utilizes a "state of act" college management system. Specifically developed Learning Modules including evaluations were developed to enable students to attain degree program objectives through the Distance Learning education method. Through this system, the program

objectives are achieved in a flexible, but sensible manner via Distance Learning (DL).

Each Learning Module includes the course syllabus, learning objectives, textbook chapters, key terms, assignments, mid-term examinations, case studies and the final exam. Written assignments may be in any one of the following formats: essays, problems, case study, critical thinking papers, and mini-research project. This process ensures that the Law School students, upon successful completion of a course, have the opportunity to demonstrate that they have attained the goals and objectives for the program. Independent study is an important part of overall academic strategy as well. Students are given outside reading, research, and assignments, to compliment their online learning.

The School of Law utilizes three platforms:

- E-Lecta ([www.elearning.ahusc.net](http://www.elearning.ahusc.net)) for delivering lectures to students on real-time basis.
- My AHU NoteBook ([www.ahulaw.populiweb.com](http://www.ahulaw.populiweb.com)) for academic management and student records.
- Wistia ([www.ahusc.wistia.com](http://www.ahusc.wistia.com)) for streaming and downloading content.

eLecta allows students to log in and collaborate face-to-face with the instructor and view or download previous lectures. Most important, eLecta is user friendly and meets the need of today's generation of technology as students or staff can join in with a PC, Mac, iPad, iPhone, or an Android device. Today's generation is more familiar with the digital media as opposed to the traditional note taking typically used by the previous generation.

My AHU NoteBook is essentially a data management system used for student records. This is accessible to the faculty, students and authorized personal. It is a web-based software, no CD, no downloads, no upgrades. You simply log in. Student records are stored in one place with the same level of protection and security. My AHU NoteBook runs in a web browser such as Mac, Windows, or Linux.

Wistia is our video channel for streaming and downloading video content such as announcements, pre-recorded lectures and other student related content.

#### The benefit of the system

- Improved student-to-student communication in each course level
- Students are able to create their own discussion topics.
- Professors are easily able to comment on submitted essays as it is user-friendly.
- Enhanced reporting and tracking capabilities
- Quality face-to-face, real live-time interface, voice to voice communication on multiple platforms.

#### Tools:

- Posting of Course Materials: (text, graphics, video and audio files) on a course page allows a student to access reading materials, assignment criteria, instructions and links to supplemental resources.

- File Exchange: Allows a student using e-mail attachments, digital drop box, or file-transfer-protocols to exchange files between students.
- E-Mail: Allows digital communication between students and instructors.
- Discussion Boards: Allows multiple-person discussions (either posted to a web site via e-mail) to occur within the class.

### **COMPUTER EQUIPMENT REQUIREMENTS**

Since all courses are taken online, it is important to have the right computer equipment to ensure the best possible learning experience.

Electronic communication is the preferred method of communication for students, faculty and staff. To take advantage of this technology, it is required that students, instructional and administrative staff acquire and maintain email access with the capability to send/receive attached files. Because all courses are primarily taught online, it is absolutely necessary that you have the right computer equipment.

### **HARDWARE**

- A processor of 1.6 GHz or faster
- 256 MB RAM or greater
- 20 GB hard drive or larger
- High-speed Internet connection
- Monitor and video card with 1024x768 ppi or greater resolution
- Sound card with speakers
- CD ROM
- Inkjet or laser printer
- HD Webcam
- Headset

### **OPERATING SYSTEM**

- A computer running minimum of Windows XP, Vista, or 7 or MAC 10.X+

### **SOFTWARE**

- Email address
- Internet service provider (ISP) account.
- Browser: Microsoft® Internet Explorer® version 6.0+, Mozilla Firefox® 3.0+
- Adobe® Reader® 7.0 or later
- Microsoft® Office 2003, 2004 or 2007
- Flash® Player
- Browsers uses "plug-ins" (mini applications installed within the browser itself) to enable richer Web experiences. The plug-ins listed on the AHUSOL website are the more common applications that Web sites use; check the online course syllabus

## The Law Degree Program

The School of Law offers dual programs:

- Juris Doctor degree (JD)
- Bachelor of Science in Law (BSL)

The JD is a professional degree in law. It is the degree that most law students must attain to entitle them to take a bar examination and, upon passing, become a licensed attorney. The School of Law offers a four-year, part-time, JD Program, which is a non-accredited Law School. This program allows students to continue to work full-time while they attend law school.

Also, the Law School awards law students a BSL degree with the completion of two (2) years of law study. This law degree is included in the tuition for the JD program. Students must complete at least one of the two required years for the degree.

The JD degree is a traditional law school program that is designed to prepare students for entry into the legal field, particularly the practice of law in the State of California and within the Federal Court System. This program allows students to receive comprehensive instruction beginning with Contracts, Tort, and Criminal Law, and upon successful completion of the First Year Law Students' Exam (FYLSE), continues through intermediate and upper-level legal topics. The main objective of the School of Law program is to provide students with a strong background in the legal profession in becoming a successful attorney.

Students who are enrolled in the JD program and successfully complete the first

year of law study must pass the First-Year Law Students' Examination required by Business and Professions Code § 6060(h) and Rule VIII of the Rules Regulating Admission to Practice Law in California as part of the requirements to qualify to take the California Bar Examination.

A student who passes the First-Year Law Students' Examination within three (3) administrations of the examination after first becoming eligible to take it will receive credit for all legal studies completed to the time the examination is passed.

A student who does not pass the examination within three (3) administrations of the examination after first becoming eligible to take it must be promptly disqualified from the law school's JD degree program. If the dismissed student subsequently passes the examination, the student is eligible for re-enrollment into the program, but will receive credit for only one year of legal study.

## COURSE DESCRIPTIONS

### Juris Doctor Degree (JD)

**LAW 100: Introduction To Law, 1 Semester Unit, 2 Weeks** – In this introductory course, the student discovers the basic concepts of law and the history of the American system of jurisprudence and juristic theory that originated from, and was developed and formulated through, the common law of England and is now recognized as an organic part of the jurisprudence of most of the United States. Students are introduced to important legal terminology, basic legal analysis, and practice of the law. An orientation to legal writing is presented, with the goal that students develop their

analytical writing skills, case analysis, and legal philosophy and reasoning.

**LAW 101: Contracts, 7 Semester Units, 14**

**Weeks** – Students will study both the Common Law contractual principles relating to contracts for services and the Uniform Commercial Code contractual principles relating to contracts for goods. They will learn the rules governing the formation of contracts such as offer, acceptance, consideration and defenses, i.e., the Statute of Frauds, incapacity, contractual conditions, and the law pertaining to the enforcement of contracts, liability and remedies for breach of contract, and warranty liability for goods under the Uniform Commercial Code. Finally, the students will study third-party rights and obligation, i.e., third-party beneficiaries, assignments and delegations.

**LAW 102: Torts, 7 Semester Units, 14**

**Weeks** – This course is a survey of civil causes of action for which an injured party may seek redress and compensatory relief in court. Students will learn various theories of tort liability including intentional torts to person and property such as assault, battery, false imprisonment, infliction of emotional distress, trespass to land and chattel, and conversion. Students will also examine the law relating to causes of action for ordinary and professional negligence, wrongful death, product liability, and dignitary torts such as invasion or privacy, defamation, constitutional torts and nuisance. They will also examine strict liability causes of action such as animal and products liability. Finally, students will examine tort defenses of privilege, mistake, self-defense, consent, necessity, immunity, contributory and comparative negligence and assumption of the risk.

**LAW 103: Criminal Law, 6 Semester Units,**

**12 Weeks** – Student will examine Common Law and modern criminal justice systems including their classification of crimes and the necessary elements of various crimes. Students will study the criminal capability rules applicable to perpetrators such as principals, accessories and accomplices. Students will learn the elements of various crimes committed against person such as homicide, assault, battery, rape and mayhem. Students will also study property crimes such as larceny, embezzlement, false pretenses, receiving stolen property, robbery, burglary and arson.

Further, students will examine the inchoate crimes of attempt, solicitation and conspiracy, and will also learn many justifications and excuses including mistake, self-defense, defense of others, crime prevention, force used to justifications and excuses including mistake, self-defense, defense of others, crime prevention, force used to effectuate an arrest, consent, insanity, infancy, intoxication, public authority, duress, necessity and entrapment.

**LAW 104: Legal Research & Writing, 2 Semester Units, 4 Weeks**

- This course will provide students with instruction related to both the concepts behind and practical applications of legal writing, research, and analysis. This course will include instruction in understanding and utilizing primary sources of law including case law, statutory and constitutional law as well as secondary, non-binding sources of law. Students will also receive instruction related to the basics of legal research, both traditional and online, and its importance to the legal

process. Students will be introduced to the use and benefits of their Westlaw account.

**LAW 105: First Year Review, 3 Semester Units, 6 Weeks** – This course is designed to assist in the student in preparation for the First Year Law Students' Exam (FYLSX). All of the classes will include substantive review, exploring the answers to multistate questions and analyzing essay techniques and approaches. Every week students are required to write answers to two essays distributed each week. The answers the students submit for the questions will be returned with sample answers.

**LAW 221: Civil Procedure, 9 Semester Units, 18 Weeks** – This course examines the rules governing civil proceedings and the jury trial system with emphasis on federal procedural rules. Students will study various phases of civil litigation and learn how to proceed with litigation in a court of law. Students will study the statutory and decisional law related to federalism, allocations of power between state and federal courts, personal and subject matter jurisdiction, rules of pleading, claim and party consolidation, venue, pre and post-trial motion practice, claim and issue preclusion, discovery, summary judgments, dismissals, and the appellate process.

**LAW 222: Real Property, 9 Semester Units, 18 Weeks** – The course provides doctrinal analysis of various common and modern real property rules. Students will examine ownership, possessory, alienable rights and other legal interests in freehold and non-freehold estates, future interest, land covenants, equitable servitudes and easements. Students will study the law related to the recordation, use and transfer

of property interests, and landlord/tenant law.

**LAW 223: Remedies, 4 Semester Units, 8 Weeks** - Students will learn equitable and legal remedies that are available to civil litigants. They will learn how to allege measure and define the scope of monetary damage awards, restitution, legal fees, constructive trusts and apportionments in tort and contract actions. Students will explore coercive remedies such as temporary restraining orders, preliminary injunctions, permanent injunctions, specific performance, contempt and declaratory relief.

**LAW 224: Criminal Procedure, 4 Semester Units, 8 Weeks** – Students will study the rights of the accused in criminal matters by examining various provisions to the Bill of Rights of the United States Constitution. Students will learn the law governing searches and seizures, confessions, double jeopardy, the right to counsel, jury trials, speedy trials, pleas, exclusionary rules, and the appellate rights of an accused to enforce constitutional guarantees.

**LAW 231: Evidence, 9 Semester Units, 18 Weeks** - This course teaches the standards that regulate the admissibility of proof at judicial proceedings placing special emphasis on the Federal Rules, California rules and general principles of evidence law. Students will study burdens of proof, relevancy, the hearsay rule and its exceptions, policy-based exclusionary rules, legal privileges, expert and lay opinions, scientific, forensic and demonstrative evidence, impeachment, authentication, character and habit evidence, and presumptions.

**LAW 232: Constitutional Law, 9 Semester Units, 18 Weeks** - Students will study the United States Constitution, the three branches and structure of the federal government, limitations and scope of government power, judicial review, the role of the United States Supreme Court, the Bill of Rights, and personal liberties. Students will examine the constitutional distribution of power between the federal government and the individual states, and personal liberties under the Due Process clauses with special focus on fundamental rights, equal protection, and freedom of assembly, press, religion and speech.

**LAW 233: Corporations, 4 Semester Units, 8 Weeks** - This course is a didactic inquiry into the law governing American business enterprises. Students will study model, statutory and decisional law related to the formation and dissolution of private, public, close and limited liability corporations. Students will study the law governing public stock and securities transactions, dividends, mergers and hostile takeovers, and the rights of corporate shareholders. Students will study the respective roles, duties, liabilities, rights and remedies of shareholders and business decision-makers, including corporate directors, officers and subordinate employees.

**LAW 234: Agency & Partnership, 4 Semester Units, 8 Weeks** - This course is a survey of the law of various unincorporated business associations. Its purpose is to acquaint students with the fundamental legal elements of these business relationships and entities. This course will focus on the laws of agency and partnership including formation, termination, fiduciary responsibilities and raising capital concern.

**LAW 401: Community Property, 5 Semester Units, 10 Weeks** - Students will examine the California law relating to community, quasi-community and separate property, the division of marital assets upon divorce and death of a spouse, marital agreements, business assets, commingling of funds, property improvements, spousal liability for community and separate debts, education expenses, spousal rights to pension and disability income, lawsuit settlements, life insurance proceeds, and management and transfer of community property assets.

**LAW 402: CA Civil Procedure, 4 Semester Units, 8 Weeks** - This course examines the rules governing civil proceedings and the jury trial system with emphasis on California civil procedural rules. Students will study various phases of civil litigation and learn how to proceed with litigation in a court of law. Students will study and contrast Californian and federal civil procedure rules as they relate to federalism allocations of power between state and federal courts, personal and subject matter jurisdiction, rules of pleading, claim and party consolidation, venue, pre and post-trial motion practice, claim and issue preclusion, discovery, summary judgment, dismissals, and the appellate process.

**LAW 403: Wills, Trusts & Successions, 9 Semester Units, 18 Weeks** - This course is a two-part survey of the law of probate. Students will learn California probate law as it relates to the formation and validity of testamentary wills, intestacy succession, and disposition of probate assets. Then, students will study common law revocable and irrevocable trusts and the statutory, doctrinal and decisional law pertaining to trust creation, modification and

termination, trust management, the powers, duties and obligations of trustees, and beneficiary rights.

**LAW 404: Professional Responsibility, 4**

**Semester Units, 8 Weeks** - This course is a survey of attorneys' legal and ethical obligations, and the standards that are attendant to the practice of law and the legal profession. Students will study California and model statutory codes and decisional law that define an attorney's legal and ethical obligations to clients, the courts, opposing counsel and the profession. They will study various legal conflicts that may arise during client representation while fulfilling the varying roles of advocate, officer of the court, public icon and working practitioner. Students will study the business and economic aspects of the practice law, restraints on practice, the role of the judiciary and the state bar in enforcing attorney rules of professional conduct, and sanctions for violating the rules.

**LAW 405: Advanced Legal Research & Writing, 4**

**Semester Units, 8 Weeks** - This course will provide students with instruction related to both the concepts behind and practical applications of legal research, writing and analysis. This course will include instruction in understanding and utilizing primary sources of law including case law, statutory and constitutional law as well as secondary, non-binding sources of law. Students will also receive instruction related to the basics of legal research, both traditional and online, and its importance to the legal process. Lastly, students will be required to draft several legal documents including a legal memorandum and an appellate brief.

**FOURTH -YEAR ELECTIVE COURSES**

**LAW 407: Family Law, 3 Semester Units, 6**

**Weeks** - This course examines the legal aspects of the relationships associated with marriage and parenthood, including spousal and parental rights and responsibilities, children's rights, marital dissolution, annulment, unmarried cohabitation, child custody, illegitimacy, adoption, and guardianship. It further considers new reproductive technologies and case law arising thereto.

**LAW 409: Immigration Law, 3 Units, 6**

**Weeks** - This course explores the statutory, regulatory, and administrative foundations of United States immigration law, policy and practice, criminal law aspects as well as basic principles of nationality law and naturalization procedures: Citizenship. Other topics include immigrant and non-immigrant visa categories such as family based immigration, business and employment-based immigration and visas, refugee and asylum law, and deportation law and practice. The course also analyzes the constitutional basis for federal control over immigration and surveys the historical and social context of U.S. immigration policy.

**BACHELOR OF SCIENCE IN LAW (BSL)**

**LAW 100: Introduction to Law, 1 Semester Unit, 2**

**Weeks** - In this introductory course, the student discovers the basic concepts of law and the history of the American system of jurisprudence and juristic theory that originated from, and was developed and formulated through, the common law of England and is now recognized as an organic part of the jurisprudence of most of the United States. Students are introduced to important legal

terminology, basic legal analysis, and practice of the law. An orientation to legal writing is presented, with the goal that students develop their analytical writing skills, case analysis, and legal philosophy and reasoning.

**LAW 101: Contracts, 8 Semester Units, 16**

**Weeks** - Students will study both the Common Law contractual principles relating to contracts for services and the Uniform Commercial Code contractual principles relating to contracts for goods. They will learn the rules governing the formation of contracts such as offer, acceptance, consideration and defenses, i.e., the Statute of Frauds, incapacity, contractual conditions, and the law pertaining to the enforcement of contracts, liability and remedies for breach of contract, and warranty liability for goods under the Uniform Commercial Code. Finally, the students will study third-party rights and obligation, i.e., third-party beneficiaries, assignments and delegations.

**LAW 102: Torts, 8 Semester Units, 16**

**Weeks** - This course is a survey of civil causes of action for which an injured party may seek redress and compensatory relief in court. Students will learn various theories of tort liability including intentional torts to person and property such as assault, battery, false imprisonment, infliction of emotional distress, trespass to land and chattel, and conversion. Students will also examine the law relating to causes of action for ordinary and professional negligence, wrongful death, product liability, and dignitary torts such as invasion or privacy, defamation, constitutional torts and nuisance. They will also examine strict liability causes of action such as animal and products liability.

**LAW 103: Criminal Law, 7 Semester Units,**

**14 Weeks** – Student will examine Common Law and modern criminal justice systems including their classification of crimes and the necessary elements of various crimes. Students will study the criminal capability rules applicable to perpetrators such as principals, accessories and accomplices. Students will learn the elements of various crimes committed against person such as homicide, assault, battery, rape and mayhem. Students will also study property crimes such as larceny, embezzlement, false pretenses, receiving stolen property, robbery, burglary and arson.

Further, students will examine the inchoate crimes of attempt, solicitation and conspiracy, and will also learn many justifications and excuses including mistake, self-defense, defense of others, crime prevention, force used to justifications and excuses including mistake, self-defense, defense of others, crime prevention, force used to effectuate an arrest, consent, insanity, infancy, intoxication, public authority, duress, necessity and entrapment.

**LAW 104: Legal Research & Writing, 2**

**Semester Units, 4 Weeks** - This course will provide students with instruction related to both the concepts behind and practical applications of legal writing, research, and analysis. This course will include instruction in understanding and utilizing primary sources of law including case law, statutory and constitutional law as well as secondary, non-binding sources of law. Students will also receive instruction related to the basics of legal traditional and online, and its importance to the legal process. Students

will be introduced to the use and benefits of their Westlaw account.

**LAW 105: First Year Review, 3 Semester Units, 6 Weeks** – This course is designed to assist in the student in preparation for the First Year Law Students' Exam (FYLSX). All of the classes will include substantive review, exploring the answers to multistate questions and analyzing essay techniques and approaches. Every week students are required to write answers to two essays distributed each week. The answers the students submit for the questions will be returned with sample answers.

**LAW 221: Civil Procedure, 9 Semester Units, 18 Weeks** – This course examines the rules governing civil proceedings and the jury trial system with emphasis on federal procedural rules. Students will study various phases of civil litigation and learn how to proceed with litigation in a court of law. Students will study the statutory and decisional law related to federalism, allocations of power between state and federal courts, personal and subject matter jurisdiction, rules of pleading, claim and party consolidation, venue, pre and post-trial motion practice, claim and issue preclusion, discovery, summary judgment, dismissals, and the appellate process.

**LAW 222: Real Property, 9 Semester Units, 18 Weeks** – The course provides doctrinal analysis of various common and modern real property rules. Students will examine ownership, possessory, alienable rights and other legal interests in freehold and non-freehold estates, future interest, land covenants, equitable servitudes and easements. Students will study the law related to the recordation, use and transfer

of property interests, and landlord/tenant law.

**LAW 223: Remedies, 4 Semester Units, 8 Weeks** - Students will learn equitable and legal remedies that are available to civil litigants. They will learn how to allege measure and define the scope of monetary damage awards, restitution, legal fees, constructive trusts and apportionments in tort and contract actions.

Students will explore coercive remedies such as temporary restraining orders, preliminary injunctions, permanent injunctions, specific performance, contempt and declaratory relief.

**LAW 224: Criminal Procedure, 4 Semester Units, 8 Weeks** – Students will study the rights of the accused in criminal matters by examining various provisions to the Bill of Rights of the United States Constitution. Students will learn the law governing searches and seizures, confessions, double jeopardy, the right to counsel, jury trials, speedy trials, pleas, exclusionary rules, and the appellate rights of an accused to enforce constitutional guarantees.

**LAW 231: Evidence, 9 Semester Units, 18 Weeks** - This course teaches the standards that regulate the admissibility of proof at judicial proceedings placing special emphasis on the Federal Rules, California rules and general principles of evidence law. Students will study burdens of proof, relevancy, the hearsay rule and its exceptions, policy-based exclusionary rules, legal privileges, expert and lay opinions, scientific, forensic and demonstrative evidence, impeachment, authentication, character and habit evidence, and presumptions.

**LAW 232: Constitutional Law, 9 Semester Units, 18**

**Weeks** - Students will study the United States Constitution, the three branches and structure of the federal government, limitations and scope of government power, judicial review, the role of the United States Supreme Court, the Bill of Rights, and personal liberties. Students will examine the constitutional distribution of power between the federal government and the individual states, and personal liberties under the Due Process clauses with special focus on fundamental rights, equal protection, and freedom of assembly, press, religion and speech.

**LAW 233: Corporations, 4 Semester Units,**

**8 Weeks** - This course is a didactic inquiry into the law governing American business enterprises. Students will study model, statutory and decisional law related to the formation and dissolution of private, public, close and limited liability corporations. Students will study the law governing public stock and securities transactions, dividends, mergers and hostile takeovers, and the rights of corporate shareholders. Students will study the respective roles, duties, liabilities, rights and remedies of shareholders and business decision-makers, including corporate directors, officers and subordinate employees.

## Law School Policies and

### Procedures

These policies have been put in place to create a safe and productive academic work environment. It is generally expected that staff and students be familiar with them.

For further information, please contact the office of the Registrar at [registrar@AHUSC.net](mailto:registrar@AHUSC.net)

### ATTENDANCE, WITHDRAWAL, LEAVE OF ABSENCE

#### Attendance Requirements

Regular and punctual attendance, as well as active student participation, is an important part of a hybrid student's education. Except for emergencies, students will notify the instructor twenty-four (24) hours in advance of any absences. Only medical issues with a doctor's note are excused. Attendance is marked by the instructor and strictly monitored by the administration. Students may not miss more than 50% of class sessions, or these excessive absences may cause them to be administratively withdrawn from their enrolled program.

- Tardiness- This is to be discouraged and strictly monitored.
- Make-Up Work- This may be required from any absence. Hours of make-up work may not be accepted as hours of class attendance.

#### START DATES

Generally students may begin their education at any of the start dates for the next closest term. Terms and their dates are listed on the web site at [www.AHUSC.net](http://www.AHUSC.net) and are available through the Admissions Office at the number below. For graduate

start dates, please contact Admissions Office at 1-888-484-8689.

### ATTENDANCE POLICY

The University requires that, once enrolled in a session, a student must make satisfactory progress toward completion of the session. It is the student's responsibility to maintain contact with his or her faculty advisor. Students are expected to attend and take an active part in all online experiences. Students enrolled in any online program will have minimum required class submission dates.

Regular and punctual attendance as well as active student participation is important part of the student's education. Except for emergencies, students will notify the structure 24 hours in advance if any absences. Students must maintain satisfactory academic progress. Attendance is monitored. All missed assignments or additional assignments must be completed according to the professor's guidelines. Students may not miss more than 75% of class sessions. Three (3) consecutive absences require formal notice.

### COURSE CANCELLATION

When student enrollment in any given section of a course falls below 6 students, the University reserves the right to close that section or combine it with another section of the same course. If a course is cancelled, a student may receive academic advisement on how to amend his or her program of study to academic goals. Although the University will provide notification of closures or time changes as far in advance of a course's start day as possible, it is the student's responsibility to monitor the cancellation or time changes of classes prior to the 1st day of attendance.

### **ADD/DROP PROCEDURE**

To add or drop a class a student must submit an Add/Drop form before or by the end of the second week of the session. Drops that are officially processed prior to or by the end of the second week will not appear on the student's transcripts. Students who wish to withdraw from a course must submit an Add/Drop form between the third and seventh week of the term. A grade of "W" will appear on the student's transcripts indicating the withdrawal. Students cannot drop a course beyond the third week of the session. It is the student's responsibility to officially withdraw from a course. Failure to attend a course does not constitute a withdrawal from a course. Students who stop attending courses without notifying the Registrar will receive an "FW" (failure to withdraw). A grade of "FW" is calculated as 0.00 in the student's Grade Point Average.

### **ADMINISTRATIVE DROP**

Students who do not attend a class (in which they are registered) during the first week of classes may be administratively dropped from the class, unless they have made arrangements with the instructor prior to the first day of class. Students should not assume that nonattendance will automatically result in an administrative drop. To avoid financial obligation to the University, it is the responsibility of the student to verify if he or she has been dropped from the course by completing an Add/Drop form.

### **COMPLETE WITHDRAWAL/TERMINATION PROCEDURES**

Students who wish to withdraw from all classes during a session must notify the University in writing. Students may contact

the Registrar by mail, email, or fax. A student can call the Registrar's office for a "Withdrawal Form". A student who stops attending classes without notifying the University will receive a grade of "FW" (failure to withdraw). A grade of "FW" is equivalent to a failing ("F") grade and is calculated as such when determining Grade Point Averages.

Students must officially withdraw before the end of the third week of classes in order to avoid being responsible for a grade in their classes.

### **COURSE AND INSTRUCTOR EVALUATIONS**

Course and Instructor Evaluations are conducted near the completion of each course at AHU. Evaluations are completed electronically by each student and are utilized as a major resource for curriculum retirement and instructor training. Evaluations are compiled and communicated to Academic Deans, faculty and students via email or regular mail after the completion of the semester.

### **ACADEMIC PROGRESS**

Students must show satisfactory academic progress toward their degree by completing 24 units of coursework per year and by earning a grade point average of 2.0 or more for undergraduate program; 3.0 or more for graduate program.

### **LEAVE OF ABSENCE**

The University is fully aware that an emergency may occur that may interrupt class attendance. In such situations students may then apply for Leave of Absence (LOA) directly from the registrar. When a student is granted a LOA, consequences may include

- (a) Receiving an F grade for all courses that were uncompleted
- (b) Repeating failed courses, and
- (c) Extending the graduation date

#### **CANCELLATION OR WITHDRAWAL POLICY A**

student may withdraw/drop from AHUSOL at any time during the term by the last day or regularly scheduled classes by completing the proper forms from the Dept. of Academic Services. Official notification is required in writing. Cancellation must be received before any withdrawal from the University is processed.

A student who wishes to withdraw from his/her program must complete and submit the course withdrawal form. The notice of cancellation and withdrawal is effective when delivered, postmarked, or emailed. Once received, the Academic Office may approve or request further information.

#### **STUDENT IDENTIFICATION CARD**

The (ID)/ password is the property of the University. Use is governed by the University in its sole discretion. Lending the ID card to anyone for any purpose is prohibited and may result in disciplinary action. They must be surrendered to University officials, including faculty and staff members, upon request. Failure to comply may result in disciplinary action.

#### **ACADEMIC DISMISSAL**

A Student who is placed on academic probation will have until the end of the next subsequent class to raise their cumulative average to a C (2.0). If the student fails to raise their cumulative average to the required C (2.0) average, the student will be academically dismissed.

#### **ACADEMIC PROBATION**

A student who fails to maintain a cumulative C (2.0) average will be placed on academic probation.

#### **ACADEMIC INTEGRITY**

Academic integrity is a fundamental value upon which all colleges and universities are built. The ability of students, faculty and staff to engage in candid discussions regarding academic and administrative matters is vital to initiating and sustaining free-flowing discussion and exchange of ideas. It is this discourse that is the core of intellectual growth and development within the academic community. For the pursuit of knowledge and scholarship to thrive, academic communities cannot tolerate acts of academic misrepresentation or acts of plagiarism.

According to the Center for Academic Integrity there are five fundamental values that characterize an academic community of integrity.

- Honesty
- Trust
- Fairness
- Respect
- Responsibility

Academic dishonesty compromises these core values and damages the ability of the University to function as a center of learning. Faculty and students must recognize and accept the responsibility to ensure academic integrity is valued and practiced on our campus.

**AUDITING A COURSE**

Permission to audit a course conveys the privilege of listening and observing but not of handing in papers, taking part in discussion, or receiving evaluations. An auditor does not receive university credit for the course, nor is the course recorded on a transcript. However, an applicant may apply to audit one course to meet entrance required.

Any AHUSOL student who wishes to audit a law course should obtain the consent of the course instructor and dean for the department of school. A non-student must obtain the consent of the instructor and appropriate dean and must also pay a twenty-dollar auditor's fee for each course; those who are sixty-five or older are exempt from this fee.

Auditors are permitted only when space is available. Nothing in these rules prohibits an instructor from permitting guests and visitors.

**CODE OF CONDUCT**

Students who enroll at the University assume an obligation to conduct themselves in a manner compatible with the University's function as an educational institution and suitable to members of an academic community. The University reserves the right to exclude at any time students whose conduct is deemed undesirable or prejudicial to the University's best interest.

**COLLEGE LEVEL EXAMINATION PROGRAM**

AHUSOL offers the opportunity to submit the results of CLEP for credit in most of the Subject Examinations. Credit earned through CLEP Subject Exams may be used to fulfill liberal education requirements, to

fulfill specific course requirements, or used as elective credits.

**Academic, Administrative Policies and Procedures**

**ENROLLMENT AGREEMENT** Students must sign an enrollment agreement before beginning classes at American Heritage University. The agreement includes topics pertaining to tuition and other matters of enrollment. Contact an admissions advisor for further information.

**PAYMENTS AND RELEASE OF RECORDS** The university grants degrees and releases transcripts only after a student satisfies all financial obligations to the university. All records and services are withheld from students who have any outstanding financial obligations to the University.

**ADDRESS AND/OR NAME CHANGE** Students must notify the University immediately of any change in name or address. Forms are available by contacting the Admissions Office.

**HEALTH AND SAFETY REGULATIONS** The University is not liable for injuries sustained by students in their activity as students, even if such injuries occur on school premises. Students are advised to seek their own personal health and accident insurance.

**EXTERNSHIP & INTERNSHIP** Students may be required to attend mandatory Externship and Internship programs depending on their major. Consult the Academic Affairs Office for more information.

#### **CLASS SIZE**

Maximum class size is 5-30 students.

#### **COURSE SCHEDULING**

The university offers courses for each trimester based upon the predetermined program of study as outlined for each program offering. Courses are offered in a sequential nature to provide for timely matriculation through the program.

#### **COURSE LOAD**

Undergraduate students are required to complete 24 credits in 12 months. A normal Course load will typically range between 3,6, and 9 credit hours per session. On some occasions, based on student needs, course load per session may reach 12 hours.

#### **COURSE LENGTH AND COMPLETION** AHUSOL

classes take eight (8) weeks to complete. The classes are paced to allow for maximum exposure to the materials. Students are allowed to progress as quickly through their program of study as they are able, but within defined parameters. However, there are some students who may wish to progress through their program of study at a faster pace. In those instances, a student may petition the dean of the appropriate school for an exception. All expectations are strictly subject to the discretion of the dean of the applicable school.

#### **COURSE NUMBERING SYSTEM**

Courses offered at AHUSOL are identified by department abbreviation and number. Courses available to undergraduates are categorized by the following levels:

Bachelor of Science (BSL): Law 100 – 105 for first year classes and Law 221 – 224 for second year classes.

Bachelor of Business Administration (BBA): BB 400 – 450 for all classes.

#### **CUMULATIVE GRADE POINT AVERAGE** A

student's grade-point average is the weighted mean value of all grade points he/she earned by enrollment or through credit by examination, in a semester of attendance at AHUSOL.

#### **DISCIPLINE**

The Academic Standards Committee (ASC) is responsible for matters involving student discipline. There are three (3) categories of discipline that may be imposed for student infractions of Law School rules:

- Reprimand
- Suspension
- Dismissal

Sanctions are imposed only if the ACS votes to institute formal disciplinary charges against a student. Students have the right to a full disciplinary hearing conducted by the ACS and the right to be represented by counsel. Reprimands, Suspensions or Dismissals, become part of the Student's File and will be placed on the student's transcript, as may be reported, on appropriate inquiry, to CBE.

**REPRIMAND**

If reprimanded, a student is allowed to continue their education without interruption. However, if a student is reprimanded a second time, for the same or different offense, the sanction will automatically be raised to a suspension, with the length of absence to be determined by the ACS.

**SUSPENSION**

Once suspended, the affected student will not be allowed to continue their studies for a specified length of time. The length of suspension is primarily dependent upon the severity of the infraction, and may be calculated by class(es), or any other length of time the ASC deems appropriate.

**DISMISSAL**

Reserved for the most serious of offenses, dismissal requires permanent separation from AHUSOL and must be approved by the ACS as well as the Dean.

**WARNINGS**

In cases in which an infraction by a student is not sufficiently serious to warrant the imposition of formal discipline, the ASC may issue a warning. If a student who has previously received a warning again violates University or Law School rules, however she/he may face disclosure outside the Law School of the initial warning, and/or more serious discipline for the subsequent violation than might otherwise have been imposed.

**PROCEDURES FOR DISCIPLINARY CASES**

Cases requiring discipline typically involve cheating, false statements on financial aid applications, and similar departures from generally accepted standards of integrity. In such cases the Academic Board (AB) may

impose sanctions including reprimand and suspension. In the most severe cases, the Board may recommend to the faculty sanctions of expulsion or dismissal, imposition of which requires the majority vote of the AB. In many instances the University believes that minor disciplinary infractions can be dealt with on an informal basis. Accordingly, the Dean may, either investigate, or appoint another AB member to investigate the incident before the undertaking of any formal disciplinary procedures. If disciplinary proceedings are required, the AB will proceed in accordance with the following rules:

1. The AB will only institute any disciplinary proceedings upon allegations submitted in writing by a student, staff or faculty member. The accused student will have the right to see the allegations, but not the identity of the author
2. The Dean and AB shall form an Investigative Committee (IC) and the IC will begin the proceedings by issuing a written charge that explains the nature of the infraction
3. Should the IC find, by clear and convincing evidence, the student in writing of its intent to continue its investigation and its intent to establish a formal hearing debate. The hearing date shall be set within a reasonable amount of time. The writing will also inform the student of his/her right to independent counsel (professional or lay- person), as well as the right to waive their right to a formal hearing.
4. Hearings may be held via electronic transmission. In all instances, the University will use its best efforts to insure the privacy interests of all the parties to the proceedings.
5. In certain circumstances, it may be appropriate for a student to ask an

individual member of the AB to rescue him or herself for cause. If a member is rescued, the Dean shall appoint an alternate member to take his/her place.

6. The formal hearing itself will in many ways resemble a typical legal proceeding, the major difference being relaxed rules of evidentiary production and admission, namely, the AB may hear and admit any evidence it feels relevant and reliable to determine the outcome of the case. The IC may also consider the cooperative or uncooperative nature of the student in rendering its decision.

The student shall be entitled to the following provisions:

#### **REPRESENTATION BY LEGAL COUNSEL OR LAY ADVISOR**

A record shall be kept and will be made available to the student or his/her representative upon request without charge. The student may call their own witnesses, and have the right to examine all witnesses to the proceeding. The student may submit physical evidence in support of his/her exoneration and may examine any physical evidence submitted in support of the charges. It shall be the duty of the Dean to aid and assist the student in reasonable preparation for the hearing.

Lastly, disciplinary sanctions shall not be imposed unless conduct warranting sanction is established by clear and convincing evidence.

**GENERAL POLICY ON GRADING** Faculty is required to provide careful evaluation, timely assignments and appropriate grades for each enrolled student. Where there is the absence of

compelling reasons, such as mistake, fraud, deceit, bad faith an act of recklessness, or incompetence, the instructor's grade will be considered final. Final course grades must

be submitted by the faculty to the Registrar within two weeks after the session has ended.

Regarding late assignments, it is required that students meet all deadlines relative to discussions and assignments. Each instructor has full discretion to handle late assignments.

#### **GRADING SCALE**

Letter Grade Percentage Points GPA

A+	Outstanding: 100-97	- 4.33
A	96.9-93	- 4.00
A-	92.9-90	- 3.67
B+	Above Average 89.9-87	- 3.33
B	86.9-83	- 3.00
B-	82.9-80	- 2.67
C+	Average 79.9-77	- 2.33
C	76.9- 73	- 2.00
C-	72.9-70	- 1.67
D+	Below Average 69.9-67	- 1.33
D	66.9-63	- 1.00
D-	62.9-60	- 0.67
F	Fail Below 60	- 0.00

**AUTHENTICATION OF STUDENT WORK** The University employs the Populi System to administer its exams. All students are required to adhere to the Honor Code when submitting their work. If a student is found to be in violation of the Honor Code, it is grounds for immediate dismissal.

**W Withdrawal**- The University will award a "W" grade upon the student's official withdrawal from the course within the first seven (7) weeks of the semester.

**I Incomplete**- If a student has not satisfied the requirements for a course by the end of semester, and the student has completed seventy-five (75) % of the course work required, the learner may request an incomplete grade through his or her faculty. If approved, the Dean will issue a grade of "I." The semester end date to finish the course. At the end of the thirty (30) days, a letter grade, A through F, will be recorded based on work submitted. Incomplete grades do not apply to dissertation or practicum courses.

**IP In Progress**- Applies only to dissertation or practicum courses. If a student has not satisfied the requirements for a course by the end of the semester but is making satisfactory progress, the Dean will issue a grade of "IP". If an "IP" is issued for a dissertation course, the Dissertation Committee Chair will committee that action to the other members of the Dissertation Committee. Students who receive an "IP" must re-enroll in the course, and pay the additional tuition. Zero (0) course units will be awarded for an "IP" grade.

**S Satisfactory**- Indication of satisfactory academic progress.

**U Unsatisfactory**- Indication of unsatisfactory academic progress. Students who receive a "U" grade may not be allowed to continue with their program of study.

**CX Cancelled Course**- Course is cancelled before the official course start date.

**RC Repeated Course**- Students who wish to repeat a course must get written permission from the appropriate Professor and Dean. The cost for the repeated course will be at the currently published per-credit tuition rate. Both the original course and the repeated course will be used to determine the student's GPA. A note will be placed on the original grade to designate it as a repeated course.

#### **FAILED COURSE**

In the event that a student does not receive a final grade of sixty (60) or above, that student has effectively failed the class will not receive credit. The student must repeat the course and pay full tuition for the repeated course. Upon successful completion of the repeated course, the student's transcript will contain both the original and repeated course grade. Both grades will be reflected in the student's overall GPA.

**RE-ENROLLMENT/REINSTATEMENT** Students who fail to file a Request for Leave of Absence and wish to return to the University must submit an Official Request for Re-enrollment. These students will be held to the catalog requirements in effect at the time of their re-enrollment. Furthermore, departmental approval may be required for students to pursue other majors. Students seeking re-enrollment after a two year (2) absence from the

University (whether or not a leave of absence form was submitted) are required to submit a full application for re-admission and must meet all current academic entrance requirements. Approval of leave does not alter the seven year (7) period for completion of all graduate degree requirements.

#### **REPRODUCTION OF COPYRIGHTED MATERIALS**

Generally, the photocopying of print materials without the consent of the copyright owner is an infringement of the owner's rights. However, making a single copy for the purpose of research, making a classroom set of a brief text or single illustration, are deemed fair use and do not require permission.

#### **GRADUATION**

For a student to graduate, a student must pass all of the required courses. In addition, the undergraduate student must finish their studies with a minimum of C (2.0) and a minimum of B (3.0) for graduate students.

#### **PROCTORED EXAMS**

The University strives to be a leading institution in education with the delivery of the Hybrid Mode of Instruction.

Accordingly, all attempts to administer both the traditional as well as the Hybrid Mode of Instruction will be encouraged. With that said, upon a successful showing of necessity, the University will make reasonable accommodation to administer proctored exams. It will be contingent upon the student to find a suitable proctor (preferably a judge or governmental official) and to arrange for the timely delivery and return of the exam in question.

#### **TEXTBOOKS AND INSTRUCTIONAL MATERIALS**

##### **Adoption & Ordering**

Timely submission of book orders ensures that sufficient textbooks are available on time for students. This facilitates the buyback and resale of used textbooks, an initiative useful for budget conscious students.

#### **SELF-AUTHORED INSTRUCTIONAL MATERIALS**

All orders of self-authored instructional materials that entail financial gain for the instructor must be approved by the Dean. Use of such materials is strongly discouraged unless the Instructor is the sole source of the material or can provide the material at the lowest price.

#### **TRANSCRIPTS**

Students who have attended the University may need to submit an official transcript to potential employers, or other universities for the purpose of transfer or application. The Registrar is responsible for filling transcript requests and will make every attempt to process these requests within five (5) working days.

#### **STUDENT'S RIGHT TO APPEAL**

Any student who feels that any course grade has been based upon something other than academic performance has the right to appeal. All appeals shall be submitted to and heard by the Academic Standards Committee.

### **STUDENT'S RIGHTS TO APPEAL ACADEMIC PROBATION OR DISMISSAL**

Academic suspension is an identification of students whose scholastic performance remains below University standards of (2.0) GPA for two consecutive terms. Examples of dismissal are as follows:

- A student who fails to meet these standards for one (1) semester will be placed on academic probation
- If a student fails to meet the minimum standards for two (2) consecutive semesters, that student will be placed on academic suspension.
- A student on academic probation may continue at the University pending a review for improvement in his or her academic performance.
- A student on academic suspension is required to remain out of the University for one (1) regular academic term His or her record will reflect that the student is on academic suspension.
- Once a student is dismissed for academic reason the student may apply for re- admission after being out for no more than one (1) semester.

**STUDENT'S RIGHT TO DROP A COURSE** Generally, courses may be dropped without restriction from the first day of class through the first four weeks of class. A standard course dropped during the first five weeks of classes will not appear on the student's permanent record. A standard course dropped after the first five weeks of classes will appear on the student's record as a "W" and the student will be charged for the course.

### **TAX DEDUCTIONS FOR EDUCATION EXPENSES**

The Internal Revenue Code provides both tax credits and deductions that may be

taken to reduce the federal income tax burden for students or those paying the costs of a student's higher education. Please contact the IRS or a trusted practitioner in the field for further information.

### **STUDENT HEALTH AND SAFETY REGULATIONS**

The University is not liable for injuries sustained by students in their activity as students, even though such inquiries occur on school premises, in laboratory work, or in clinics. Students are advised to be certain that they are covered by personal health and accident insurance.

### **PHOTO RELEASE**

As condition employment with AHUSOL, our faculty and staff are required to consent to being photographed and grant a perpetual, royalty-free and irrevocable license to AHUSOL with respect to the reproduction, display or other use of any photographs in connection with their employment with AHUSOL. Students, as a condition of their enrollment and attendance at AHUSOL, also consent to being photographed on campus and grant a perpetual, royalty-free and irrevocable license to AHUSOL with respect to reproduction, display or other use of any photographs depicting them on campus or in connection with their coursework at the university.

Still or video photo shoots may be informal (candid shots of campus scenes, athletic events, performance groups, large groups or activities) or formal (planned visits to classrooms, or offices; directory shoots or with professional backgrounds; or video shoots on campus) in nature. All such photographic images taken by faculty or staff and the copyrights with respect

thereto are and/or become the property of AHUSOL. The digital photos or video footage are added to AHUSOL's library of images, which becomes a resource for the university's publications.

#### **RIGHT TO WITHHOLD TRANSCRIPTS, GRADES, OR INFORMATION FOR NONPAYMENT OF TUITION**

The University Registrar may withhold a student's transcripts or grades if the student is in default on a student tuition contract. The university will not provide documentation for any student or graduate who is delinquent in payment of tuition, fees or any other financial obligation incurred through the school.

#### **AVAILABILITY OF PHYSICAL STUDENT RECORDS**

Student permanent records are maintained on-site for a minimum of five (5) years in a secure fire-proof cabinet only accessible by the registrar or authorized officer. Students have access to their own personal records through the student portal of the University's website and through Populi, AHUSOL's online college management system. Transcripts are kept permanently.

#### **RIGHTS AND ACCESS BY OTHERS**

The law provides that right of access to student records is available to authorized officials of State or Federal agencies when such access is necessary for audit or evaluation of educational programs supported by such agencies.

#### **STUDENT SERVICES**

The faculty and staff of the University are available to assist students in achieving their educational objectives. The University is especially sensitive to the special needs of

adult students returning to college after a long absence from the classroom.

#### **PEER MENTORING PROGRAM**

Upper class students who are in good standing and have passed the First-Year Law Student Exam (FYLSX) are given the opportunity to serve as volunteer mentors to JD (first-year) students. Mentors provide advice, direction options and encouragement to first-year students. Mentors will be given their own password-protected chat room that only "designates" first-year students may utilize. The peer mentoring program greatly increases students' morale and give mentors a chance to participate in the encouragement of the students who will follow in their footsteps.

#### **Guidelines:**

Please be advised that the Law School video conferencing is for education purposes only and that all participants must adhere to all AHU codes of conduct when utilizing our chat room interface. Any inappropriate communication, either in typed, audio or video form, will not be tolerated. The Law School reserves the right to periodically review or monitor archived live or chat conversations and to terminate any participant's access, if necessary. Should you have any issues or concerns, please feel free to contact the Dean of the Law Program.

#### **LIBRARY AND BOOKSTORE**

The Law School is primarily an interactive distance learning institution utilizing web-based methods with students residing in different locations. Law students have access to Westlaw.com and the University local campus library. WestLaw provides exclusive access to leading primary law

publications such as United States Codes Annotated (USCA)®, the National Reporter System®, and the industry's only annotated CFR. It also provides all the same titles found in law libraries across the US and complete American Law Reports (ALR)®, one of the leading research and case- finding tools. Also included are top jurisdictional and practice area analytical resources such as Wright and Miller's Federal Practice and Procedure®, State Jurisprudence titles, and Williston on Contracts®. WestLaw's bar admitted reference attorneys' offer world-class service and can help students find what is needed. They are always available (24/7/365), and always free.

Each student will receive a WestLaw ID Card, a unique password, and have access to 95% of all WestLaw content – no public records content. Students have time- restricted access to WestLaw. From 10:00 am-3:00 pm Pacific Time on weekdays access is blocked, but there are no time restrictions on the weekends.

## **AUTHENTICATING STUDENT IDENTITY**

### **Live Lectures**

Students must login into E-lecta to view live lectures. The student must enter their unique password that has been provided to gain access to any live lectures.

### **Student Center**

Students must login into Populi (college management system) to access their student portal. Upon entry, students have access to archived classes and materials, their grades, faculty, staff and the rest of the student body. The student must enter their unique password that has been

provided to gain access to the Student Center.

## **Participation/Attendance**

The School of Law program requires a minimum of one-hundred and eight (108) hours of live study during the academic year. Students must participate in eighty (80) % of the regularly scheduled interactive classes in each course, which can be a combination of the activities listed below. Each student is also provided with a custom Study Log that requires Eight Hundred and Sixty-Four (864) clock hours per year. This study log not only allows the Law School to remain in compliance with the California Bar's regulation; but, it will allow the student to manage their lives and study time more efficiently.

All students are required to turn in a certified (signed) copy of the Study Log.

The Study Log Features:

- Activity Tracking: Live Lectures, Archived Lectures, Chat Sessions, Study Groups, Case Readings, Outline/Essay Preparation and other (User Defined).
- Automatic Time Tracking: After entering in activity times, the system will automatically calculate total time spent on each study activity for that particular week. The system will also automatically calculate the total time for all student activities for that week and total cumulative time spent for the entire academic year. The system will also automatically calculate the weekly and cumulative percentage of time spent based on the California Bar requirement of Eight Hundred and Sixty-Four (864) clock hours per year.

### **STUDENT'S RIGHTS AND GRIEVANCE PROCEDURE**

In accordance with the Federal Compliance Policy, the Law School keeps a record of all formal student complaints. Students who have a complaint should follow the procedures listed in the Student Handbook. Students are encouraged, at all times, to verbally communicate their concerns to members of the faculty and administration for amicable solutions.

### **CONFIDENTIALITY OF STUDENT PRIVACY AND RECORDS**

Sensitive material such as examinations and keys are kept on a secure server and can only be accessed by authorized personnel.

A student who has registered for a particular online course can gain access to the exam after completing the prescribed lesson plans with an ID and protected password.

The Law School maintains a permanent record/file per Guidelines for Unaccredited Law School Rules, Division 9.1(B) containing:

- Initial application
- Official Transcript of Previous work
- Resume
- Acceptance Letter for Admission
- Enrollment Agreement
- Grade Report Forms
- Law School Admission Test Scores
- College Level Examination Program (CLEP) Scores

All admissions documents are scanned and maintained as digital files as well. All student and financial records are maintained in a safe and secure storage area.

### **NON-DISCRIMINATION POLICY**

The Law School does not discriminate on the basis of race, color, national origin, sex (including sexual harassment), handicap (or disability), or age in any of its policies, procedures, or practices in compliance with title VI of the Civil Rights Act of 1964 (pertaining to race, color, or national origin); Title IX of the Educational Amendments of 1972 (pertaining to sex); Section 504 of the Rehabilitation Act of 1973 (pertaining to age).

### **PLACEMENT SERVICES**

The Law School currently does not offer placement services.

### **HOUSING**

The Law School is administered entirely on-line. Therefore, housing is not offered and or necessary.

## TUITION

The tuition for one year of instruction is \$4250.

## FEES

There will be an initial non-refundable application fee of \$50. Once accepted, each student will pay yearly, reoccurring, nonrefundable fees of \$100 for registration and \$50 for West Law Membership. There will be an additional one-time graduation and diploma fee of \$250 that will be applicable only to prospective graduating fourth-year students.

## TUITION PAYMENT OPTIONS

The Law School is aware of and responsive to the needs of its students. Accordingly, various payment schedules and plans are available. Please contact the Director of Admissions for further details.

## SCHOOL OF LAW

JD	\$163.46 per unit
BSL	\$163.46 per unit

Tuition \$4,250

Registration Fee \$100

Student Technology Fee \$180

West Law Membership Fee \$150

**Total: \$4,680**

Note: Students must purchase textbooks and other required study materials, estimated between \$350 - \$700 per year. Students will not be able to pass a course without the required course materials.

## OTHER COSTS

- 1) Law Student Registration with Cal Bar
- 2) First-Year Law Student Exam Check for Cal Bar Website

3) California Bar Examination for Current Fees

4) Application for Determination of Moral Character

5) Multistate Professional Responsibility Exam (MPRE)

## ACADEMIC STANDING

The School of Law has adopted academic standards that deal with the student in a fair and reasonable manner. Changes in the adopted academic standards will not be made without adequate prior notice to all affected students. Students must realize that good academic standing is necessary for advancement and graduation. Thus, the School of Law has adopted the following academic standards.

## GOOD STANDING

- In order for a student to be in good standing, the student must maintain a cumulative C- average (1.67 or above).

## PROBATION

- A student who fails to maintain a cumulative C- average will be placed on academic probation. The student will have until the end of the next year to raise their cumulative average to a C-.

## ACADEMIC DISMISSAL:

- If the student fails to raise their cumulative average to the required C- average, the student will be academically dismissed.

## ADVANCEMENT:

- All students may advance into the next year courses as long as the student is either in good academic standing or is on probation as of the last class of the previous year. Students on academic probation will then be allowed the subsequent year to

raise their cumulative average to a C-, which will then place the student in good academic standing.

#### **GRADUATION:**

- For a student to graduate, a student must pass all of the required courses offered. In addition, the student must finish their studies with a cumulative grade point average of C- (1.67) or greater to receive the Juris Doctor (JD) degree.

#### **REFUND POLICY**

The student has a right to a full (100%) refund of all monies paid, if a student withdraws or cancels WITHIN 5 DAYS after midnight (Pacific Time) of date the Enrollment Agreement was signed. In addition, the student may withdraw from a course after instruction has started and receive a pro rata refund for the unused portion of the tuition and other refundable monies.

The School of Law follows a strict refund policy. Example: a student pays \$4,250 tuition plus a \$100 Registration Fee, \$50 West Law Membership fee and \$100 Student Technology Fee, for a total payment of \$4,500 for the 48 week program. If the student then decides to withdraw after 12 weeks, then the student would be entitled to a refund calculated in the following manner:  $48$  (total weeks of the program) -  $12$  (weeks of tuition used) =  $36$  (weeks of tuition that was paid but not used);  $36 / 48 = .75$  or 75% (the percentage of the unused tuition to the full tuition); \$4,250 (cost of tuition only, the Registration Fee, West Law Membership and Student Technology Fee are nonrefundable fees) x

$.75 = \$3,000.00$ ; \$3,000.00 would be the amount refunded to the student.

The period of given instruction is counted on a weekly basis, regardless of the actual day that a particular course begins. Each week starts every Sunday at 12:00am and ends on Saturday at 11:59pm (Pacific Time). If notice is received after a particular week starts, then, that week is counted as a week of given instruction.

**PROOF OF ISSUE OF CATALOG**

American Heritage University of Southern California

1802 East G Street

Ontario, CA 91764

I have received a copy of the AHUSC Catalog which contains the rules, regulations, course completion requirements, and costs of the specific course in which enrolled

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Social Security, C-Number of Student I.D. #: \_\_\_\_\_

Enrolled by: \_\_\_\_\_ Date: \_\_\_\_\_

Disclaimer: Please Note

The information contained in this catalog is correct at the time of going to press. It may not be construed as an agreement between American Heritage University School of Law and any intending students or other parties. Similarly, the School of Law may not be held responsible for any errors or a typographical nature, although all reasonable steps have been taken to correct such errors.

The School of Law reserves the right to make amendments or modifications or change any information contained in this catalog without notice and without compensation whatsoever.

© Copyright 2015 American Heritage University of Southern California, All rights reserved.

---

If the Law School cancels a course, the school will make a full refund of all charges and fees unless the class is more than 50% complete. The student may withdraw or cancel the signed agreement by providing notice to the Register through email or by U.S.P.S. Certified Mail, addressed to: American Heritage University of Southern California, School of Law, 255 North D Street, Ste. 401, San Bernardino, CA 92401. All such notices will be effective on the date received.

#### **STUDENT DISCLOSURE STATEMENTS OF AMERICAN HERITAGE UNIVERSITY SCHOOL OF LAW**

The School of Law may not satisfy the requirements of other jurisdictions for the practice of law. Therefore, applicants should contact the jurisdiction of their choice to determine eligibility. The method of instruction at this Law School for the Juris Doctorate (JD) degree program is principally by technological means including interactive classes.

Students enrolled in the JD degree program at this Law School who successfully complete the first year of law study must pass the First-Year Law Students' Examination required by Business and Professions Code § 6060(h) and Rule VIII of the Rules Regulating Admission to Practice Law in California as part of the requirements to qualify to take the California Bar Examination. A student who passes the First-Year Law Students' Examination within three (3) administrations of the examination after first becoming eligible to take it will receive credit for all legal studies completed to the time the examination is passed. A student who does not pass the examination within three (3) administrations of the examination after first becoming eligible to take it must be promptly disqualified from the law school's JD degree program. If the dismissed student subsequently passes the examination, the student is eligible for re-enrollment in this law school's JD degree program, but will receive credit for only one year of legal study.

Study at, or graduation from, this Law School may not qualify a student to take the bar examination or to satisfy the requirements for admission to practice in jurisdictions other than California. A student intending to seek admission to practice law in a jurisdiction other than California should contact the admitting authority in that jurisdiction for information regarding the legal education requirements in that jurisdiction for admission to the practice of law.