

**American Bar Association  
Section of Legal Education and Admissions to the Bar**

**MEMORANDUM**

**DATE:** August 29, 2012

**TO:** Deans of ABA-Approved Law Schools  
University Presidents  
Chief Justices of State Supreme Courts  
Bar Admissions Authorities  
Deans of Unapproved Law Schools  
Leaders of Other Organizations Interested in ABA Standards  
Student Bar Association Presidents

**FROM:** Barry Currier, Interim Consultant on Legal Education

**SUBJECT:** Amendments to Standard 509 (Consumer Information), Rule 16 (Sanctions), and Foreign Program Criteria

At its meeting on August 6-7, 2012, the ABA House of Delegates concurred in changes to Standard 509 and Rule 16 of the *ABA Standards and Rules of Procedure for Approval of Law Schools*. The changes became effective immediately. Standards 509(d)(4) and (e) reference forms on employment outcomes and conditional scholarships, which the Council of the Section approved at its June 8-9, 2012 meeting.

The Office of the Consultant will provide additional guidance to schools regarding compliance with the amended Standard 509.

At its meeting on August 3, 2012, the Council of the Section approved changes to *Criteria for Approval of Foreign Semester and Year-Long Study Abroad Programs Established by ABA-Approved Law Schools* and *Criteria for Approval of Foreign Summer and Intersession Programs Established by ABA-Approved Law Schools*.

Attached are a brief explanation of the changes, a redlined version of the amended Standard and Rules of Procedures, the approved forms for Standard 509, and redlined copies of the revised Criteria.

## Commentary

At its meeting on August 6-7, 2012, the ABA House of Delegates concurred in changes to Standard 509 and Rule 16 of the *Standards and Rules of Procedure for Approval of Law Schools*.

The changes to Standard 509 and Rule 16 were approved by the Council at its meeting on March 16-17, 2012, to be circulated for Notice and Comment. A public hearing was held on May 1, 2012, and the Council thereafter approved the changes at its meeting of June 8-9, 2012.

These changes clarify the obligations of schools with respect to the reporting and publication of consumer information and strengthen the range of sanctions that may be imposed for violations of the Standard. The changes align employment outcomes disclosure requirements with the reporting requirements previously approved by the Council upon recommendation by the Questionnaire Committee. The changes also mandate disclosure of conditional scholarship renewal data to assure that prospective conditional scholarship recipients are fully informed as to the terms of the scholarship being offered.

### **Standard 509. CONSUMER INFORMATION**

The revised Standard 509 mandates that all consumer information that a law school reports, publicizes or distributes must be complete, accurate and not misleading to a reasonable law school student or applicant, and specifically states that violations of the Standard may result in sanctions under Rule 16 of the Rules of Procedure for Approval of Law Schools. The proposal delineates information that schools must disclose on their websites concerning a range of matters, including employment outcomes of graduates and the renewal of conditional scholarships. In addition, the Standard requires schools to provide conditional scholarship renewal data to all applicants being offered conditional scholarships.

### **Rule 16. Sanctions**

The revision to Rule 16 of the Rules of Procedure for Approval of Law Schools provides that the sanctions of probation and removal from the list of approved law schools may be imposed even where a school is in compliance with the Standards at the time sanctions are imposed.

At its meeting on August 3, 2012, the Council of the Section of Legal Education and Admissions to the Bar approved changes to the following:

- Criteria Section II.B. (Faculty) of the *Criteria for Approval of Foreign Semester and Year-Long Study Abroad Programs Established by ABA-Approved Law Schools*;
- Criteria Section IX. (Procedures for Approval) of the *Criteria for Approval of Foreign Summer and Intersession Programs Established by ABA-Approved Law Schools*; and
- Criteria Section X. (Procedures for Approval) of the *Criteria for Approval of Foreign Semester and Year-Long Study Abroad Programs Established by ABA-Approved Law Schools*.

The changes to the Criteria were approved by the Council at its meeting on June 8-9, 2012, to be circulated for Notice and Comment.

The proposed amendments to the Faculty section of the Foreign Semester and Year-Long Study Abroad Criteria are based on experience in the operation of these programs and feedback from law schools.

The proposed amendments to the Procedures for Approval clarify the approval process for law schools seeking to establish foreign summer/intersession programs and foreign semester/year-long study abroad programs.

Amendments to Standards and Rules of Procedure (redlined to existing Standards)

Standard 509. ~~BASIC~~ CONSUMER INFORMATION

(a) All consumer information that a law school reports, publicizes or distributes shall be complete, accurate and not misleading to a reasonable law school student or applicant. Schools shall use due diligence in obtaining and verifying consumer information. Violations of these obligations may result in sanctions under Rule 16 of the Rules of Procedure for Approval of Law Schools.

~~(b)(a)~~ A law school shall ~~publish~~ publicly disclose on its website basic consumer information in the following categories: ~~The information shall be published in a fair and accurate manner reflective of actual practice.~~

- (1) admissions data;
- (2) tuition, fees, living costs, financial aid, conditional scholarships and refunds;
- (3) enrollment data and attrition/graduation rates;
- (4) ~~composition and~~ number of full-time and part-time faculty and administrators;
- (5) curricular offerings, academic calendar, and academic requirements;
- (6) library resources;
- (7) ~~physical~~ facilities; and
- (8) employment outcomes ~~placement rates~~ and bar passage data.

~~(c)(b)~~ A law school ~~must~~ shall publicly disclose on its website, in a readable and comprehensive manner, its policies regarding the transfer of credit earned at another institution of higher education. The law school's transfer of credit policies must include, at a minimum:

- (1) A statement of the criteria established by the law school regarding the transfer of credit earned at another institution; and
- (2) A list of institutions, if any, with which the law school has established an articulation agreement.

(d) A law school shall publicly disclose the employment outcomes of its J.D. graduates on its website.

- (1) The employment outcomes shall be posted on the school's website each year by March 31 or such other date as the Council may establish.

- (2) The employment outcomes posted must be accurate as of February 15th for persons who graduated with a JD degree between September 1 two calendar years prior and August 31 one calendar year prior.**
- (3) The employment outcomes posted shall remain on the school's website for at least three years, so that at any time at least three graduating classes' data are posted.**
- (4) The employment outcomes shall be gathered and disclosed in accordance with the form, instructions and definitions approved by the Council.**

**(e) A law school shall publicly disclose on its website, in the form designated by the Council, its conditional scholarship retention data. A law school shall also distribute this data to all applicants being offered conditional scholarships at the time the scholarship offer is extended.**

**(f) *Interpretation 509-6* If a law school elects to make a public disclosure of its status as a law school approved by the Council of the Section of Legal Education and Admissions to the Bar of the American Bar Association, it shall do so accurately and shall include the name, address and contact information telephone number of the Council of the Section of Legal Education and Admissions to the Bar of the American Bar Association.**

***Interpretation 509-1***

*The following categories of consumer information are considered basic:  
(moved into Standard)*

***Interpretation 509-2***

*To comply with its obligation to publish basic consumer information under the first sentence of this Standard, a law school may either provide the information to a publication designated by the Council or publish the information in its own publication. If the school chooses to meet this obligation through its own publication, the basic consumer information shall be published in a manner comparable to that used in the Council designated publication, and the school shall provide the publication to all of its applicants.*

***Interpretation 509-3***

*In addition to the publication of information required by Interpretations 509-1 and 509-2, a law school shall publish its academic calendar in its own catalog or similar publication and on its website.*

***Interpretation 509-4***

*Standard 509 requires a law school fairly and accurately to report basic consumer information whenever and wherever that information is reported or published. A law school's participation in the Council designated publication referred to in Interpretation 509-2 and its provision of fair and accurate information for that book does not excuse a school from the obligation to report fairly and accurately all basic consumer information published in other places or for other purposes.*

**Interpretation 509-5**

~~All law schools shall have and make publicly available a student tuition and fee refund policy. This policy shall contain a complete statement of all student tuition and fees and a schedule for the refund of student tuition and fees.~~

**Interpretation 509-6**

(moved into Standard)

**Interpretation 509-71**

A law school that lists in its course offerings a significant number of courses that have not been offered during the past two academic years and that are not being offered in the current academic year is not in compliance with this Standard.

**Interpretation 509-2**

Subject to the requirements of subsection (a) above, a law school may publicize or distribute additional information regarding the employment outcomes of its graduates.

**Interpretation 509-3**

Any information, beyond that required by the Council, regarding graduates' salaries that a law school reports, publicizes or distributes must clearly identify the number of salaries and the percentage of graduates included in that information.

**Interpretation 509-4**

A conditional scholarship is any financial aid award, the retention of which is dependent upon the student maintaining a minimum grade point average or class standing, other than that ordinarily required to remain in good academic standing.

## Rule 16. Sanctions

(a) Conduct for which sanctions may be imposed upon a law school includes, without limitation:

- (1) Substantial or persistent noncompliance with one or more of the Standards;
- (2) Failure to present a reliable plan to bring the law school into compliance with the Standards;
- (3) Failure to provide information or to cooperate in a site evaluation as required by the Standards;
- (4) Making misrepresentations or engaging in misleading conduct in connection with consideration of the school's status by the Committee or the Council, or in public statements concerning the school's approval status; ~~and/or~~
- (5) Initiating a major change or implementing a new program without having obtained the prior approval or acquiescence required by the Standards; and/or
- (6) Provision of incomplete, inaccurate or misleading consumer information in violation of Standard 509.

(b) ~~Sanctions other than probation or removal from the list of approved law schools~~ may be imposed even if a school has, subsequent to the actions that justify sanctions, ceased those actions or brought itself into compliance with the Standards.

(c) Sanctions that may be imposed include, without limitation:

- (1) A monetary penalty proportionate to the violation;
- (2) A requirement that the law school refund part or all of the tuition and/or fees paid by students in such a program;
- (3) Censure, which may be either private or public;
- (4) Required publication of a corrective statement;
- (5) Prohibition against initiating new programs;
- (6) Probation; and/or
- (7) Removal from the list of approved law schools.

(d) In the course of a sanctions proceeding, the Committee or the Council may also direct a law school to take remedial action to bring itself into compliance with the Standards.

- (e) If a law school is placed on probation, the Council shall establish the maximum period of time that the school may remain on probation and shall establish the conditions that the law school must meet in order to be removed from probation. The Committee may make recommendations to the Council concerning the period and conditions of probation.
  
- (f) The Committee has the power to impose upon a school any sanction other than probation or removal from the list of approved law schools. A school may appeal a decision of the Committee to impose a sanction to the Council. The Committee also may recommend to the Council that a school be placed on probation or removed from the list of approved law schools.

CLASS OF ---- EMPLOYMENT REPORT AT 9 MONTHS AFTER GRADUATION							
			FULL TIME		PART TIME		
Employment Status		Number	Long	Short	Long	Short	
Employed - Bar Passage Required		##/%	##	##	##	##	
Employed - JD Advantage		##/%	##	##	##	##	
Employed - Professional Position		##/%	##	##	##	##	
Employed - Non-Professional Position		##/%	##	##	##	##	
Employed - Job Category Undeterminable		##/%	##	##	##	##	
Pursuing Graduate Degree Full-Time		##/%					
Unemployed - Start Date Deferred		##/%					
Unemployed - Not Seeking		##/%					
Unemployed - Seeking		##/%					
Employment Status Unknown		##/%					
Total graduates		##/100%					
<b>Law School/University Funded Position</b>							
Of Employed - Law School/University Funded			##	##	##	##	
Employment Type		Number	Full Time		Part Time		
			Long	Short	Long	Short	
Law firms		##	##	##	##	##	
Solo		##	##	##	##	##	
2-10		##	##	##	##	##	
11-25		##	##	##	##	##	
26-50		##	##	##	##	##	
51-100		##	##	##	##	##	
101-250		##	##	##	##	##	
251-500		##	##	##	##	##	
501+		##	##	##	##	##	
Unknown		##	##	##	##	##	
Business & industry		##	##	##	##	##	
Government		##	##	##	##	##	
Pub. Int. (inc. Pub. Def.)		##	##	##	##	##	
Judicial clerkships		##	##	##	##	##	
Federal		##	##	##	##	##	
State & local		##	##	##	##	##	
Other		##	##	##	##	##	
Academia		##	##	##	##	##	
Employer type unknown		##					
Total		##	##	##	##	##	

Scholarship Retention Data

Students Matriculating In	# Entering with Conditional Scholarships	# Whose Conditional Scholarships Have Since Been Reduced or Eliminated
Previous Academic Year		
Previous Academic Year - 1		
Previous Academic Year - 2		

**CRITERIA FOR APPROVAL OF FOREIGN SEMESTER AND YEAR-LONG STUDY ABROAD  
PROGRAMS ESTABLISHED BY ABA-APPROVED LAW SCHOOLS**

**II. Faculty and Staff**

**A. Program Director**

1. The sponsoring law school(s) must provide a program director who will be present onsite for the duration of the program and who must be appointed with the approval of each of the sponsoring law schools.
2. The program director must be a tenured, tenure-track or full-time faculty member from the law school (or one of the co-sponsoring law schools). A visiting professor ~~to~~ at one of the co-sponsoring law schools is not considered a full-time faculty member for purposes this provision.
3. The program director must be well qualified by experience with the sponsoring law school (or one of the co-sponsoring law schools) to provide leadership and appropriate faculty oversight of the program for the sponsoring school(s).
4. The requirement of a continuous presence of the program director may be satisfied by having more than one program director serving at different times as long as one program director who satisfies subsection A.1. is on site at all times and there is provision for continuity of administration and oversight.
5. The director may not participate concurrently in another program.
6. The director shall have had some experience with the same or a similar program or possess a background that is an adequate substitute for such experience.

**B. Faculty and Additional Personnel**

1. In addition to the director, the sponsoring law school(s) shall assign at least one ~~tenured, tenure-track or full-time faculty member~~ other person from the law school (or one of the co-sponsoring law schools) who will be present onsite for the duration of the program.
  - a. ~~A visiting professor to a sponsoring law school is not considered a full-time faculty member for this provision.~~ The second person from the law school (or one of the co-sponsoring law schools) must be:
    - i. a tenured, tenure-track, or full-time faculty member;
    - ii. a full-time administrator who works with study abroad or international programs; or
    - iii. a full-time visiting professor.

b. The requirement of a continuous presence of the second person ~~a tenured, tenure track or full-time faculty member from the sponsoring law school(s)~~ may be satisfied by having different persons ~~faculty members~~ from the sponsoring law school(s) participating in the program at different times as long as one person ~~faculty member~~ who fulfills subsection B.1.(a) is on site at all times.

2. Faculty members who are not from the sponsoring law school(s) shall possess academic credentials equivalent to those of the faculty at the sponsoring law school(s) and must be approved to teach in the program in the same manner as required for an adjunct faculty appointment at the sponsoring law school(s).

3. All faculty teaching in the program must be able to communicate effectively with the students in the language of instruction used in the program.

C. The program director or at least one member of the full-time faculty or on-site staff must:

1. be fluent in both English and the language of the host country, and

2. be familiar with the country in which the program is offered.

## CRITERIA FOR APPROVAL OF FOREIGN SUMMER AND INTERSESSION PROGRAMS ESTABLISHED BY ABA-APPROVED LAW SCHOOLS

### Redlined to current Criteria

### IX. Procedures for Approval

~~A. Established programs previously reviewed and approved by the Accreditation Committee will be reevaluated with a site visit every seven years.~~

#### BA. New Programs

1. A law school or schools seeking to establish a new program must submit an application in the form required by the Consultant's Office a New Program Questionnaire in the year preceding the first offering of the new program by October 1 for Summer programs and March 1 for Intersession programs. ~~of the year preceding the first offering of the new program. The application shall contain the following information regarding the impact of the program on the sponsoring school:~~

~~a. A statement of finances for the proposed program, including income and expenditures, and an assessment as to the degree to which funding for the program affects the program of the parent campus;~~

~~b. The current accreditation status of the sponsoring school; and~~

~~c. A statement of how the program relates to the academic program and mission of the sponsoring school.~~

~~If the program faculty changes after the questionnaire has been filed, the sponsoring school(s) shall promptly notify the Office of the Consultant of the change.~~

2. On the basis of the written submission, the Accreditation Committee will determine whether to approve the program for its first year of operation. Approval will be granted only if the law school demonstrates that the proposed program complies with the Criteria.

3. If the Accreditation Committee grants approval, the program will be evaluated with a site visit during its first year of operation. The Accreditation Committee will then determine whether to approve the program for further operation on the basis of the site evaluation and written materials submitted by the law school.

4. A law school may not advertise or market any program prior to submitting a request for approval of the program. Any advertising or marketing that is done prior to program approval must clearly indicate that the program is pending approval by the Accreditation Committee.

~~C. 5. Approval after the first year, if granted, is effective for five years. If the program continues to be approved following that review, then the program will be subject to continuing review in accordance with paragraph A. and D.~~

~~D. B. Monitoring of Approved Programs~~

1. A law school shall complete an Annual Questionnaire for each approved Foreign Summer and Intersession Program by October 31.

2. A site visit will be held five years after initial approval of a new program and every seven years thereafter.

3. For each program subject to a site visit, a law school shall file a Foreign Summer and Intersession Program Site Visit Questionnaire by March 1 for Foreign Summer programs and by October 1 for Foreign Intersession programs.

~~1. If it is determined that a program is operating out of compliance with these Criteria, approval may be withdrawn by the Accreditation Committee.~~

~~2. To assist the Accreditation Committee in monitoring foreign summer programs, a questionnaire shall be filed each year. New programs shall file a new program questionnaire by October 1. Approved programs shall file an annual questionnaire by December 1 and programs subject to a site visit shall file a site visit questionnaire by February 1.~~

E. C. Change of Location Significant Change in Program

1. If the location of an approved program undergoes a significant change, is changed by changing the city in which the program is conducted, adding one or more additional cities or sites to the program, or changing the institution or other facility at which the program is located, written notice of such change shall be provided to the Consultant in the year prior to the implementation of the proposed change no later than October 1 of the year prior to the implementation of the proposed change for Summer programs and March 1 for Intersession programs.

2. The sponsoring school(s) shall file a New Foreign Summer Program Questionnaire no later than October 1 of the year prior to the implementation of the proposed change, but the school(s) need not pay the fee assessed for applications for approval of new foreign summer programs.

3. The Accreditation Committee will review the information submitted concerning the proposed change and determine whether a site evaluation is necessary to evaluate the program's compliance with the Criteria in light of the changes in the program. If the Committee determines that such a site evaluation is necessary, the sponsoring law school(s) will be required to pay the fee established for a Evaluation of Major Changes in Foreign Programs Site Visit in Connection with a Significant Change in a Foreign Program.

3. Examples of changes that require approval by the Accreditation Committee include, without limitation:

- a. change in program location
- b. significant changes in program administration
- c. changes in the curriculum that significantly reduce the comparative or international focus of the program
- d. significant increase in the enrollment expectations for the program.
- e. adding a new externship program or a substantial increase in the enrollment in existing externship programs;
- f. changes in the language of instruction in the program,
- g. new agreements to co-sponsor the program with another ABA-approved law school,  
or
- h. significant changes in the housing arrangements for students.

### 3D. Additional Review

1. The Accreditation Committee may ask for further information or direct a site visit of an approved program in any year where responses to the questionnaire suggest that the program is out of compliance with these Criteria or that the program has so substantially changed its focus or operation that its compliance with the Criteria cannot be determined without further information and, potentially, a site visit.

2. Examples of actions or changes that might trigger this review include:

- a. failure to timely file the annual questionnaire;
- b. submitting an incomplete questionnaire;
- c. number and nature of the concerns raised in the most recent review of the program;
- d. failure to notify the Office of the Consultant of a significant change as required in part C, and
- d. significant change in location of the program (country, city, or specific location);
- e. changes in the curriculum that significantly reduce the comparative or international focus of the program;
- f. continuing turnover in the administration of the program;
- g. significant change in the enrollment in the program;
- h. adding a new externship program or a substantial increase in the enrollment in existing externship programs; and
- i.e. a persistent pattern of complaints by students in the program regarding the quality of the educational experience or the administration of the program.

E. Withdrawal of Approval. If it is determined that a program is operating out of compliance with these Criteria, approval may be withdrawn by the Accreditation Committee in accordance with Rule 13 of the Rules of Procedure for Approval of Law Schools.

F. Request for Variance. A law school proposing to offer a program that is inconsistent with the

Criteria adopted by the Council may apply for a variance in accordance with Standard 802 of the Standards for Approval of Law Schools.

F.G. Expiration of Approval. If an approved program is not offered in two consecutive years, approval is withdrawn and the sponsoring law school(s) must reapply for approval of the program as a new program. This requirement may be waived by the Accreditation Committee for good cause shown.

# CRITERIA FOR APPROVAL OF FOREIGN SEMESTER AND YEAR-LONG STUDY ABROAD PROGRAMS ESTABLISHED BY ABA-APPROVED LAW SCHOOLS

## Redlined to current Criteria

### IX. Procedures for Approval

~~A. Established programs previously reviewed and approved by the Accreditation Committee will be reevaluated with a site visit every seven years.~~

#### BA. New Programs

1. A law school or schools seeking to establish a new program must submit an application in the form required by the Consultant's Office a New Program Questionnaire in the year preceding the first offering of the new program by October 1. ~~of the year preceding the first offering of the new program. The application shall contain the following information regarding the impact of the program on the sponsoring school:~~

~~a. A statement of finances for the proposed program, including income and expenditures, and an assessment as to the degree to which funding for the program affects the program of the parent campus;~~

~~b. The current accreditation status of the sponsoring school; and~~

~~c. A statement of how the program relates to the academic program and mission of the sponsoring school.~~

~~If the program faculty changes after the questionnaire has been filed, the sponsoring school(s) shall promptly notify the Office of the Consultant of the change.~~

2. On the basis of the written submission, the Accreditation Committee will determine whether to approve the program for its first year of operation. Approval will be granted only if the law school demonstrates that the proposed program complies with the Criteria.

3. If the Accreditation Committee grants approval, the program will be evaluated with a site visit during its first year of operation. The Accreditation Committee will then determine whether to approve the program for further operation on the basis of the site evaluation and written materials submitted by the law school.

4. A law school may not advertise or market any program prior to submitting a request for approval of the program. Any advertising or marketing that is done prior to program approval must clearly indicate that the program is pending approval by the Accreditation Committee.

~~C. 5. Approval after the first year, if granted, is effective for five years. If the program continues to be approved following that review, then the program will be subject to~~

~~continuing review in accordance with paragraph A. and D.~~

~~D. B.~~ Monitoring of Approved Programs

1. A law school shall complete an Annual Questionnaire for each approved Foreign Semester and Year-Long Study Abroad Program by October 31.

2. A site visit will be held five years after initial approval of a new program and every seven years thereafter.

3. For each program subject to a site visit, a law school shall file a Foreign Semester and Year-Long Study Abroad Program Site Visit Questionnaire by March 1.

~~1. If it is determined that a program is operating out of compliance with these Criteria, approval may be withdrawn by the Accreditation Committee.~~

~~2. To assist the Accreditation Committee in monitoring foreign semester abroad programs, a questionnaire shall be filed each year. New programs shall file a new program questionnaire by October 1. Approved programs shall file an annual questionnaire by December 1 and programs subject to a site visit shall file a site visit questionnaire by February 1.~~

~~E. C.~~ Change of Location Significant Change in Program

~~1. If the location of an approved program undergoes a significant change, is changed by changing the city in which the program is conducted, adding one or more additional cities or sites to the program, or changing the institution or other facility at which the program is located, written notice of such change shall be provided to the Consultant in the year prior to the implementation of the proposed change no later than October 1. of the year prior to the implementation of the proposed change~~

~~2. The sponsoring school(s) shall file a New Foreign Semester Abroad Program Questionnaire no later than October 1 of the year prior to the implementation of the proposed change, but the school(s) need not pay the fee assessed for applications for approval of new foreign summer programs.~~

~~23. The Accreditation Committee will review the information submitted concerning the proposed change and determine whether a site evaluation is necessary to evaluate the program's compliance with the Criteria in light of the changes in the program. If the Committee determines that such a site evaluation is necessary, the sponsoring law school(s) will be required to pay the fee established for a Evaluation of Major Changes in Foreign Programs Site Visit in Connection with a Significant Change in a Foreign Program.~~

3. Examples of changes that require approval by the Accreditation Committee include, without limitation:

- a. change in program location
- b. significant changes in program administration
- c. changes in the curriculum that significantly reduce the comparative or international focus of the program
- d. significant increase in the enrollment expectations for the program.
- e. adding a new externship program or a substantial increase in the enrollment in existing externship programs;
- f. changes in the language of instruction in the program.
- g. new agreements to co-sponsor the program with another ABA-approved law school, or
- h. significant changes in the housing arrangements for students.

### 3D. Additional Review

1. The Accreditation Committee may ask for further information or direct a site visit of an approved program in any year where responses to the questionnaire suggest that the program is out of compliance with these Criteria or that the program has so substantially changed its focus or operation that its compliance with the Criteria cannot be determined without further information and, potentially, a site visit.

2. Examples of actions or changes that might trigger this review include:

- a. failure to timely file the annual questionnaire;
- b. submitting an incomplete questionnaire;
- c. number and nature of the concerns raised in the most recent review of the program;
- d. failure to notify the Office of the Consultant of a significant change as required in part C, and
- ~~d. significant change in location of the program (country, city, or specific location);~~
- ~~e. changes in the curriculum that significantly reduce the comparative or international focus of the program;~~
- ~~f. continuing turnover in the administration of the program;~~
- ~~g. significant change in the enrollment in the program;~~
- ~~h. adding a new externship program or a substantial increase in the enrollment in existing externship programs; and~~
- ~~i.e. a persistent pattern of complaints by students in the program regarding the quality of the educational experience or the administration of the program.~~

E. Withdrawal of Approval. If it is determined that a program is operating out of compliance with these Criteria, approval may be withdrawn by the Accreditation Committee in accordance with Rule 13 of the Rules of Procedure for Approval of Law Schools.

F. Request for Variance. A law school proposing to offer a program that is inconsistent with the Criteria adopted by the Council may apply for a variance in accordance with Standard 802 of the Standards for Approval of Law Schools.

F.G. Expiration of Approval. If an approved program is not offered in two consecutive years, approval is withdrawn and the sponsoring law school(s) must reapply for approval of the program as a new program. This requirement may be waived by the Accreditation Committee for good cause shown.