# Part I. School Information

**GENERAL INFORMATION**

1. **Law School Name Address Phone**

**Law School URL**

1. **Dean’s Name**

**Phone Email**

**Assistant’s Name Phone**

**Email**

1. **Is the Law School a public or private institution?**
2. **Does the Law School have a religious affiliation? If so, please describe.**
3. **Type of School**
   1. **Part of a University**
      1. **Name of University Address**
      2. **Name of President Phone**

**Email**

* 1. **Independent but Formally Affiliated with a University**
     1. **Name of University Address**
     2. **Name of President Phone**

**Email**

* 1. **Independent**
     1. **Name of Board President Phone**

**Email**

1. **Provide the name of the accrediting agency that allows the Law School to provide its students with access to federal student loans.**

[Select from drop-down menu]

* Middle States Commission on Higher Education
* New England Association of Schools and Colleges, Commission on Institutions of Higher Education
* North Central Association of Colleges and Schools, The Higher Learning Commission
* Northwest Commission on Colleges and Universities
* Southern Association of Colleges and Schools, Commission on Colleges
* Western Association of Schools and Colleges, Senior College and University Commission
* ABA Council of the Section of Legal Education and Admissions to the Bar
* Other (give name)

1. **Title IV**
   1. **In the most recently completed academic year, was the Law School on report back for any violations of Title IV compliance? Yes/No**

**If yes, explain.**

* 1. **In the most recently completed academic year, was the Law School’s access to Title IV at risk of being removed? Yes/No**

**If yes, explain.**

* 1. **If the response was yes to either 7a. or 7b., was the Managing Director’s Office notified? Yes/No**

**If yes, provide a copy of the notification.**

1. **Provide the URLs to the Law School's web pages that show compliance with Standard**

**509. *(See Guidance Memo on Standard 509 compliance).***

# Provide the URL to demonstrate that the Law School has a link on its home page that is prominently displayed and labeled “ABA Required Disclosures.”

1. **Provide the URL to webpage that includes ABA Required Disclosures.**
2. **Provide the URL to the Employment Summary Report, as required by 509(b)(7).**
3. **Provide the URL to Standard 509 Information Report, as required by 509(b)(1), (2), (3), (4), (5), (6), and (8).**
4. **Provide the URLs to demonstrate that the Law School discloses the following information in a readable and comprehensive manner, as required by 509(c).**
   1. **Refund Policies**
   2. **Curricular Offerings, Academic Calendar, and Academic Requirements**
   3. **Policies Regarding Transfer of Credit Earned at Another Institution of Higher Education.**
5. **Provide the name of the Law School administrator who is primarily responsible for the collection and submission of information for the Annual Questionnaire.**

**Name Title**

**Phone Email**

1. **Provide the name of the person who is primarily responsible for the Bar Passage Questionnaire’s data collection and submission.**

**Name Title Phone Email**

1. **Provide the name of the person who is primarily responsible for the Employment Questionnaire’s data collection and submission.**

**Name Title Phone Email**

1. **Provide the name of the person who is primarily responsible for the Law School’s Career Services Office.**

**Name Title Phone Email**

1. **Provide the name of the person, in addition to the Dean, who is designated by the Law School to communicate with the Managing Director’s Office on issues or questions regarding accreditation and compliance.**

**Name Title Phone Email**

**ACADEMIC CALENDAR**

1. **How is the Law School’s academic calendar organized? Semester**

**Quarter Trimester**

**Other (specify )**

1. **In what months may students begin law study?**
2. **In what months does the Law School confer degrees?**
3. **What is/are the application deadlines that the Law School would like to appear in the ABA Standard 509 Disclosure report?**
4. **Indicate the application fee for the 2018-2019 academic year.**
5. **What is/are the financial aid deadlines that you would like to appear in the ABA Standard 509 Disclosure report?**
6. **Indicate the number of credit hours required to earn the J.D. degree.**
7. **What is the most commonly occurring first year section size (excluding legal writing)?**
8. **Part-time Division**
   1. **Does the Law School have a Part-time Division? Yes/No**

**If yes, has the Part-time Division received acquiescence from the Council?**

* 1. **Are students in the Part-Time Division permitted to transfer to the Full-Time Division?**
  2. **Has the Part-time Division been operated in the last two academic years?**

1. **If the Law School does not have a Part-time Division that has received acquiescence from the Council, does the Law School permit students to take a reduced load? Yes/No**

**If yes, how many students took a reduced load in the most recently completed academic year?**

**TUITION**

1. **State the annual tuition and fees, excluding summer session, for the 2018-2019 academic year required to be paid by each entering first-year student who takes the normal course load. Do not include fees that are optional (e.g., some athletic fees) or required of only some students.**

Complete the chart according to whether the Law School’s tuition and fees are charged per semester or per credit.

# Per Semester Per credit

**Full-Time Resident Student**

**Full-Time Non-Resident Student Part-Time Resident Student Part-Time Non-Resident Student Other (specify )**

1. **Does the Law School have a tuition policy that guarantees all entering first-year students the same tuition rate throughout their enrollment?**

**ETHNICITY INFORMATION**

1. **Please indicate the IPEDS number used by the Law School. (Note: If the Law School is independent, but affiliated with a university, please report the IPEDS number specifically for the Law School, not the University.)**

Throughout the Annual Questionnaire, use the following definitions for race/ethnicity:

**Hispanics of any race**: A person of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture or origin, regardless of race.

**American Indian or Alaska Native**: A person having origins in any of the original peoples of North America and who maintains cultural identification through tribal affiliation or community recognition.

**Asian**: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

***Black or African American****: A person having origins in any of the black racial groups of Africa.*

***Native Hawaiian or Other Pacific Islander****: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.*

**Two or more races**: The category used to report a non-Hispanic person who selects two or more of the other racial categories.

**Nonresident alien**: A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely. Note: Nonresident aliens are to be reported separately in the places provided, rather than in any of the racial/ethnic categories described above.

***Race/Ethnicity Unknown****: The category used to report persons whose race and ethnicity are not known.*

**White**: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

# Part II. Admissions and Enrollment

The admissions year for the 2018 Annual Questionnaire is October 6, 2017 to October 5, 2018.

In the Annual Questionnaire, the term “enrollees” replaces the term “matriculants” that was used in prior years.

At the beginning of each enrollment period, there is often some movement between schools as well as withdrawals for personal reasons. Therefore, the dates chosen to determine

first-year enrollees are after the certification date for law schools on a quarter system. The “2018 first-year class” is defined as those students who enrolled as first-year students in the period October 6, 2017 to October 5, 2018 and were attending classes as of February 2, 2018 for the winter/spring enrollees, June 15, 2018 for the summer enrollees, and October 5, 2018 for the fall enrollees.

The 2018 first-year class includes:

* *A. Students who enroll after applying and being accepted to begin law school in the period October 6, 2017 to October 5, 2018. Include in this category students who were admitted early (e.g., in their junior year of college) to begin law school during the period October 6, 2017 to October 5, 2018.*
* *B. Deferred students – students who were admitted to begin law school in a prior year but deferred admission and are beginning law school during the period October 6, 2017 to October 5, 2018.*
* *C. Previously admitted students – students who may have started classes in a previous term or year, withdrew or took a leave of absence before earning any credits, and then enrolled as first-year students during the period October 6, 2017 to October 5, 2018.*

The first-year class does not include:

* *Students who were readmitted and enrolled after being disqualified from the Law School.*
* *Students admitted and enrolled after disqualification from another law school.*
* *Transfer students – students admitted and enrolled with credit for prior law study from law schools in the United States.*
* *Students admitted and enrolled with credit for prior law study at a law school outside the United States.*
* *Students who completed a semester in an earlier year and are returning after a leave of absence to complete their 1L year.*

# FIRST-YEAR CLASS VERIFICATION

Standard 509 requires that all information reported by a law school must be complete, accurate and not misleading to a reasonable law school student or applicant. The Council of the Section of Legal Education and Admissions to the Bar (Council) and the Law School Admission Council (LSAC) have collaborated to establish a verification program to allow schools to obtain a certified report of their first-year class credentials. The program is voluntary. Participation in the verification program is deemed to meet the requirement of Standard 509. Law schools that

choose not to participate will be asked by the Council to demonstrate the accuracy of the information provided.

For the 2018 Annual Questionnaire, law schools will not be asked to provide an upload of their 2018 first-year class, as was required in prior years. LSAC will provide each law school by October 6, 2018 with a list of first-year enrollees from the data entered in the ACES2 system.

Once each law school has verified the information provided by LSAC, the information will be shared with the Council.

# FIRST-YEAR CLASS VERIFICATION

**1. Is the Law School participating in the verification program? Yes/No**

* 1. **If yes:**

**The Law School understands, acknowledges, and agrees that the information provided in the Annual Questionnaire and the information collected by LSAC and transmitted to the ABA is in furtherance of the ABA's role as an accrediting agency and for the purpose of verifying first-year class credentials. Yes/No**

**If the Law School is not participating in the verification program, the Law School must contact the Managing Director’s Office for instructions on demonstrating the accuracy of the information provided.**

**APPLICATIONS, OFFERS, ENROLLEES**

**2. Applications, Offers, Enrollees**

“Completed applications” are applications that are ready to be reviewed for action.

Applicants are only those individuals applying to begin law school during the period October 6, 2017 to October 5, 2018.

The “applicant pool” is the number of students who submitted completed applications for admission to the J.D. program during the period October 6, 2017 to October 5, 2018.

**Do not** include applications from students admitted with credit for prior law study, such as transfers from other law schools in the United States and students admitted with credit from a foreign law school.

**Include** applications from students applying without an LSAT score under Standard 503 and Interpretations 503-1 and 503-3. Scores on alternatives tests for those students must be reported in the section on Non-LSAT Admissions.

Law schools that do not have a part-time division or program approved by the Council should complete the first chart.

Law schools that do have a part-time division or program approved by the Council should complete the second chart, which requests data for the unduplicated number of students in each category and the total number of enrollees in the full-time and part-time division or program.

NOTE: The references to “A,” “B,” and “C” in the charts below refer to the definitions of the 2018 first-year class found at the beginning of Part II.

**LAW SCHOOLS THAT DO NOT HAVE A PART-TIME DIVISION OR PROGRAM APPROVED BY THE COUNCIL**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Number of applicants who submitted completed applications to begin law school during the period October 6, 2017 to October 5, 2018. | Number of offers from applicant pool | *2018 first- year class (A):*  Number of enrollees from the applicant  pool | *2018 first- year class (B and C):* Number of deferred and previously  admitted students | *2018 first-year class* Total enrollees (A, B, and C):  Number of enrollees from the applicant pool plus any deferred and previously admitted students |
|  | M F O | M F O | M F O | M F O | M F O |
| Ethnicity |  |  |  |  |  |
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**LAW SCHOOLS THAT HAVE A PART-TIME DIVISION OR PROGRAM APPROVED BY THE COUNCIL**

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| --- | --- | --- | --- | --- | --- | --- |
|  | Un-duplicated number of applicants who submitted  completed applications to begin law school during the period October 6, 2017 to  October 5, 2018. | Un- duplicated Number of offers from applicant pool | *2018 first- year class (A):*  Un- duplicated Number of enrollees from the applicant pool | *2018 first- year class (B and C):* Un- duplicated number of deferred and previously admitted students | *2018 first-year class* Total enrollees (A, B, and C):  Number of enrollees from the applicant pool plus any deferred and previously admitted students)  FT PT | |
|  | M F O | M F O | M F O | M F O | M F O | M F O |
| Ethnicity |  |  |  |  |  |  |
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# READMITTED STUDENTS

**3. Indicate the number of students who were readmitted and enrolled after being disqualified from the Law School.**

**4. Indicate the number of students admitted and enrolled after disqualification at another law school.**

**5. Provide the following information for each student admitted and enrolled after being disqualified from the Law School or from another law school.**

**Student LSAC Number Law School Name**

**Law School GPA Full-Time**

**Part-Time**

**Race, Ethnicity, and Gender**

**6. Provide this information if the school accepted and enrolled 12 or more students who had been disqualified from the Law School or from another law school.**

**75th Percentile 1L GPA 50th Percentile 1L GPA 25th Percentile 1L GPA**

**7. Provide this information if the Law School accepted and enrolled more than 5 but fewer than 12 students who had been disqualified from the Law School or from another law school.**

**50th Percentile 1L GPA**

**STUDENTS ADMITTED WITH CREDIT FOR PRIOR LAW STUDY AT A LAW SCHOOL IN THE UNITED STATES**

**8. Indicate the number of students admitted and enrolled with credit for prior law study from other ABA-approved law schools**

**9. Indicate the number of students admitted and enrolled with credit for prior law study from non-ABA-approved U.S. law schools**

**10. Provide the following information for each such student admitted and enrolled with credit for prior law study from U.S. law schools**

**Student LSAC Number Law School Name**

**Law School GPA**

**11. Provide this information if the Law School accepted and enrolled 12 or more students with credit for prior law study from U.S. law schools**

**75th Percentile 1L GPA 50th Percentile 1L GPA**

**25th Percentile 1L GPA**

**12. Provide this information if the Law School accepted and enrolled more than 5 but fewer than 12 students with credit for prior law study from U.S. law schools**

**50th Percentile 1L GPA**

**STUDENTS ADMITTED WITH CREDIT FOR PRIOR LAW STUDY AT A LAW SCHOOL OUTSIDE THE UNITED STATES**

**13. Indicate the number of students the Law School accepted and enrolled with credit for prior law study at a law school outside the United States**

**14. Indicate the number of graduates of a law school outside the United States the Law School accepted and enrolled with credit for prior law study in an LL.M. or other post-J.D. program offered by the Law School**

**NON-LSAT ADMISSIONS**

Admission of students without an LSAT score is governed by Standard 503 and Interpretations 503-1 and 503-3. There is a Managing Director's Guidance Memo on Interpretation 503-3, which should be consulted before completing this Section. If the Law School has not admitted any students without an LSAT score, leave the tables in this Section blank.

# 15. Non-LSAT admissions – students in an undergraduate program of the same institution as the J.D. program.

Include the number of applicants, the number admitted, and the number that enrolled in the 2018 first-year class under Interpretation 503-3(a)(1) [students in an undergraduate program of the same institution as the J.D. program].

# Applicants Admitted Enrolled:

**Gender Ethnicity**

**16. Non-LSAT admissions – students seeking the J.D. degree in combination with a degree in a different discipline.**

Include the number of applicants, the number admitted, and the number that enrolled in the 2018 first-year class under 503-3(a)(2) [students seeking the J.D. degree in combination with a degree in a different discipline].

# Applicants Admitted Enrolled:

**Gender Ethnicity**

**17. Non-LSAT admissions – Law School demonstrated valid and reliable test.**

If the Law School believes that it can demonstrate that a test other than the LSAT is valid and reliable to assist the Law School in assessing an applicant’s capability to satisfactorily complete the Law School’s program of legal education and has admitted students on the basis of that test without an LSAT score, include the number of applicants, the number admitted, and the number that enrolled in the 2018 first-year class using the alternative test in question. Students who submit an alternative admissions test score who have an LSAT score should not be included in the number reported in this question.

# Applicants Admitted Enrolled:

**Gender Ethnicity**

**18. Individual Admissions Data for Non-LSAT Admissions**

Provide the individual student data for all students enrolled without an LSAT score.

If the standardized test information does not include a composite score but includes more than one score and percentile, include the scores and percentiles for each section of the test.

# For each student enrolled without an LSAT score, provide Student Identifier

**Standardized test information Name of test**

**Year taken Score(s) Percentile(s)**

**UGPA**

**Undergraduate class rank [for admissions under 503-3(a)(1) and 503-3(a)(2)] ENROLLMENT**

This section collects "point-in-time" unduplicated, student headcount data and related information for students enrolled at the Law School as of October 6, 2018.

Include any students enrolled in a semester abroad program administered by the Law School. Include students who are visiting the Law School as well as joint-degree students.

Do not include students from the Law School who are visiting another law school or participating in a semester abroad program that another law school administers.

The numbers 1, 2, 3, and 4 following the designation "J.D." refer to the year in which the student is enrolled in a program leading to the J.D. degree, i.e. "JD1" means first year, etc.

* *Law schools that do not have a part-time division or program approved by the Council should complete the first chart.*
* *Law schools that have an approved part-time program should complete the charts that separate full-time and part-time students.*

# 19. NUMBER ENROLLED ON OCTOBER 5, 2018

**LAW SCHOOLS WITHOUT AN APPROVED PART-TIME PROGRAM**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3** | **JD1, JD2, JD3** | **JD1, JD2, JD3** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
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**LAW SCHOOLS WITH AN APPROVED PART-TIME PROGRAM**

**FULL-TIME PROGRAM**

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| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3** | **JD1, JD2, JD3** | **JD1, JD2, JD3** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
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**PART-TIME PROGRAM**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **JD1, JD2, JD3, JD4** | **JD1, JD2, JD3, JD4** | **JD1, JD2, JD3, JD4** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
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**DEGREES AWARDED**

**20. What is the total number of J.D. degrees that were awarded from October 6, 2017 through October 5, 2018?**

**LAW SCHOOLS WITHOUT AN APPROVED PART-TIME PROGRAM**

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|  | **MEN** | **WOMEN** | **OTHER/NR** |
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**LAW SCHOOLS WITH AN APPROVED PART-TIME PROGRAM FULL-TIME PROGRAM**

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| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
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| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
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**PART-TIME PROGRAM**

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| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
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| Race |  |  |  |
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| ethnicity |  |  |  |
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**ACCOMMODATIONS**

**21. How many students received accommodations in the most recently completed academic year?**

For purposes of this Questionnaire, the term "accommodations" includes barrier-free design; barrier removal; course work modifications such as extended deadlines, leaves of absence, exam modifications, and course load modifications; and auxiliary services such as taped texts and interpreters. **Do not** include pregnancy or temporary illness/impairment as a disability.

# ATTRITION

As used in this Questionnaire, attrition refers to the number of students discontinuing their enrollment at the Law School for any reason other than graduation. Any student who left the school for any reason (other than graduation) between October 6, 2017 and October 5, 2018, should be included in the attrition count.

Attrition information for the most recently completed Academic Year will be collected in a series of charts that will result in a sequence showing the following information broken down by gender and race/ethnicity; full-time/part-time status; and year in law school:

* + *Number enrolled on October 6, 2017*
    - *See definitions and explanations in the Enrollment Section of Part II.*
  + *Number who entered at subsequent start dates between October 6, 2017 and the end of the Law School’s academic year. [For law schools with multiple start dates]*
  + *Number who transferred to another law school between October 6, 2017 and October 5, 2018*
  + *Number who left for other than academic reasons (excluding transfers) between October 6, 2017 and October 5, 2018*
    - *Other attrition is subject to the following guidelines:*
      * *If a student is simply visiting another institution for a year, do not include him/her in the attrition count.*
      * *Also, short leaves of absence (a year or less) when the student is eligible and fully intends to return to the Law School should not be considered in the attrition count. If the student doesn’t return after the short leave, then he/she should be included in the attrition count the following year*
  + *Number who were academically attritted between October 6, 2017 and October 5, 2018*
    - *Academic Attrition refers to those students who discontinued their education at a time when they were not in good academic standing (typically a GPA below 2.0). It includes both students who have been dismissed because they did not satisfy the minimum standards of progress*

established by the Law School in order to continue their legal studies at that school, and students who discontinued their enrollment at the school at a time when their GPA was below that required for good academic standing as of the end of the first year.

***For each of the following categories, complete the charts below.***

* *Law schools that do not have a part-time division or program approved by the Council should complete the first chart.*
* *Law schools that have an approved part-time program should complete the charts that separate full-time and part-time students.*

# 22. NUMBER ENROLLED ON OCTOBER 6, 2017

**LAW SCHOOLS WITHOUT AN APPROVED PART-TIME PROGRAM**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3** | **JD1, JD2, JD3** | **JD1, JD2, JD3** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
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**LAW SCHOOLS WITH AN APPROVED PART-TIME PROGRAM**

**FULL-TIME PROGRAM**

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| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3** | **JD1, JD2, JD3** | **JD1, JD2, JD3** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
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**PART-TIME PROGRAM**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3, JD4** | **JD1, JD2, JD3, JD4** | **JD1, JD2, JD3, JD4** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |

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**23. NUMBER WHO ENTERED AT SUBSEQUENT START DATES BETWEEN OCTOBER 6, 2017 AND THE END OF THE LAW SCHOOL’S ACADEMIC YEAR [FOR LAW SCHOOLS WITH MULTIPLE START DATES]**

**LAW SCHOOLS WITHOUT AN APPROVED PART-TIME PROGRAM**

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|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3** | **JD1, JD2, JD3** | **JD1, JD2, JD3** |
| Race |  |  |  |
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**LAW SCHOOLS WITH AN APPROVED PART-TIME PROGRAM FULL-TIME PROGRAM**

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| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3** | **JD1, JD2, JD3** | **JD1, JD2, JD3** |
| Race |  |  |  |
| and |  |  |  |
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**PART-TIME PROGRAM**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3, JD4** | **JD1, JD2, JD3, JD4** | **JD1, JD2, JD3, JD4** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
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**24. NUMBER WHO TRANSFERRED BETWEEN OCTOBER 6, 2017 AND OCTOBER 5, 2018**

**LAW SCHOOLS WITHOUT AN APPROVED PART-TIME PROGRAM**

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|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3** | **JD1, JD2, JD3** | **JD1, JD2, JD3** |
| Race |  |  |  |
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| ethnicity |  |  |  |
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**LAW SCHOOLS WITH AN APPROVED PART-TIME PROGRAM FULL-TIME PROGRAM**

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| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3** | **JD1, JD2, JD3** | **JD1, JD2, JD3** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
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**PART-TIME PROGRAM**

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| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3, JD4** | **JD1, JD2, JD3, JD4** | **JD1, JD2, JD3, JD4** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
|  |  |  |  |

**25. NUMBER WHO LEFT FOR OTHER THAN ACADEMIC REASONS (EXCLUDING TRANSFERS) BETWEEN OCTOBER 6, 2017 AND OCTOBER 5, 2018**

**LAW SCHOOLS WITHOUT AN APPROVED PART-TIME PROGRAM**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3** | **JD1, JD2, JD3** | **JD1, JD2, JD3** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |

**LAW SCHOOLS WITH AN APPROVED PART-TIME PROGRAM FULL-TIME PROGRAM**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3** | **JD1, JD2, JD3** | **JD1, JD2, JD3** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
|  |  |  |  |

**PART-TIME PROGRAM**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3, JD4** | **JD1, JD2, JD3, JD4** | **JD1, JD2, JD3, JD4** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
|  |  |  |  |

**26. NUMBER WHO WERE ACADEMICALLY ATTRITED BETWEEN OCTOBER 6, 2017 AND OCTOBER 5, 2018**

**LAW SCHOOLS WITHOUT AN APPROVED PART-TIME PROGRAM**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3** | **JD1, JD2, JD3** | **JD1, JD2, JD3** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**LAW SCHOOLS WITH AN APPROVED PART-TIME PROGRAM FULL-TIME PROGRAM**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **JD1, JD2, JD3** | **JD1, JD2, JD3** | **JD1, JD2, JD3** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
|  |  |  |  |

**PART-TIME PROGRAM**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **MEN** | **WOMEN** | **OTHER/NR** |
|  | **JD1, JD2, JD3, JD4** | **JD1, JD2, JD3, JD4** | **JD1, JD2, JD3, JD4** |
| Race |  |  |  |
| and |  |  |  |
| ethnicity |  |  |  |
|  |  |  |  |

**Part III. Non-J.D. Programs**

**Non-J.D. Program Information**

If the Law School offers any degree or certificate programs in addition to the J.D. degree, answer the following questions for each acquiesced program in the drop down menu below. This section must be completed for each program, even if the program was not run in the prior year.

The drop down menu should include every degree or certificate program offered in addition to the

J.D. degree program, whether or not the program requires a first degree in law. Thus, in addition to LL.M. and S.J.D. programs, the list should include non-law degrees, master’s degrees, certificate programs, and other programs offered by the Law School. The list does not include joint degree programs if the other degree is granted by another school in cooperation with the Law School or certificate programs offered only to J.D. degree students. Note that concentrations offered within a particular degree or certificate will not appear in this list.

Non-J.D. degree programs are categorized as post-J.D., post-baccalaureate, certificate programs, and non-law school programs. Post-J.D. degree programs include LL.M., S.J.D., and Ph.D. degree programs that require a domestic J.D. or foreign equivalent law degree as a prerequisite. Certificate programs include any program leading to a certificate of specialization in any area of the law. Certificate programs do not necessarily require a J.D. or equivalent degree as a prerequisite. Post-baccalaureate degree programs include Master of Jurisprudence, Master of Legal Studies, and similar law degrees that require a baccalaureate but not a J.D. or equivalent degree as a prerequisite. Non-law school degree programs include undergraduate degrees such as a B.A. in Criminal Justice or B.A. in Law.

If your school offers a program that does not appear in the drop down menu, please email JR Clark at [jr.clark@americanbar.org.](mailto:jr.clark@americanbar.org)

# [DROPDOWN LIST will include names of all degrees/certificates that have received acquiescence; questions below will be presented for each program in the dropdown list]

**\*Note: This list does NOT include certificate programs that were started prior to fall 2014.**

* 1. Enrollment figures for 2017-2018 academic year:
     1. Total Enrollment:
     2. Enrollment ONLINE ONLY:
  2. Faculty member or administrator with primary responsibility for the program:
     1. Name
     2. Title
     3. Email Address

1. **For certificate programs started prior to fall 2014, please provide the following information:**

**[Will need an ‘add program’ button to report the following information]:**

* 1. Name of Certificate Program
  2. Date program began operation
  3. Enrollment figures for 2017-2018 academic year:
     1. Total Enrollment:
     2. Enrollment ONLINE ONLY:
  4. Faculty member or administrator with primary responsibility for the program:
     1. Name
     2. Title
     3. Email Address

**PART IV. Financial Aid**

**SCHOLARSHIPS AND GRANTS FROM INTERNAL SOURCES**

Scholarships and grants are defined as financial aid that requires neither repayment nor work in exchange for the funds received.

* *Include only scholarships and grants received from the Law School or University.*
* *Include all scholarships and grants whether they are need-based, non-need-based or both.*
* *Grants related to co-curricular activities such as law review may be included.*
* *A forgivable loan should not be included as a grant or scholarship.*
* *Do not include scholarships and grants given to non-J.D. students.*

# 1. For the most recently completed academic year, provide the total unduplicated number of J.D. degree students receiving scholarships and grants from internal sources.

**Do not** count a student twice when providing the total number of students if a student has more than one grant or scholarship from internal sources.

**Note**: Tuition includes fees similar to tuition that recur on an annual or semester basis.

# Full Time Part Time

**Less than 1/2 tuition**

**1/2 tuition or more but less than full tuition Full tuition**

**More than full tuition**

**Total # of students receiving grants:**

**2. For the most recently completed academic year, provide the 75th, 50th, and 25th percentile award amounts for the scholarships and grants received by students from internal sources.**

Note that the calculation of 75th, 50th, and 25th percentiles are based on only those students receiving aid. Exclude students who did not receive a grant or scholarship.

# Full Time Part Time 75th Percentile Grant Amount of aid per recipient:

**50th Percentile Grant Amount of aid per recipient: 25th Percentile Grant Amount of aid per recipient:**

**3. For the most recently completed academic year, provide the total amount of scholarships and grants awarded to J.D. degree students.**

**CONDITIONAL SCHOLARSHIPS**

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.

In reporting the number of students whose conditional scholarships were reduced or eliminated, do not include students who met the conditions for renewal of their scholarships, but did not continue their studies. Thus, a student who met the requirements for renewal of the student's scholarship at the end of the first year would not be counted in that category where the student transferred to another school, took a leave of absence, or visited away for a semester or year at another school. Similarly, a student who met the requirements for renewal but lost a scholarship because of academic misconduct would not be included.

# 4. Does the school offer conditional scholarships? Yes/No

**5. In the chart provided, provide for the last three academic years the number of students entering with conditional scholarships and the number of students whose conditional scholarships have since been reduced or eliminated.**

***Do not*** *adjust a previous year’s reporting where a student who failed to meet the requirements for renewal after the first year later regained a scholarship.*

**Students Matriculating In 2017-2018 Academic Year**

**2016-2017 Academic Year**

**2015-2016 Academic Year**

# STUDENT LOANS

**# Entering with Conditional Scholarships**

**# Whose Conditional Scholarships Have Since Been Reduced or Eliminated**

Student loans include federal loans and loans from external sources.

Loans from external loans sources include loans from private lenders (e.g., Chase, CitiBank, etc.) as well as loans from law school or university resources.

# Federal Loans

Do not include loans from external sources.

# 6. For the most recently completed academic year, provide the total amount of federal loans (including Direct Unsubsidized and Grad Plus) to J.D. degree students.

**7. For the most recently completed academic year, provide the total unduplicated number of J.D. degree students receiving federal loans.**

***Do not*** *count a student twice when providing the total number of students if a student has more than one type of federal loan.*

# Loans from External Sources

Do not include federal loans.

# 8. For the most recently completed academic year, provide the total amount of loans from external sources to J.D. degree students.

**9. For the most recently completed academic year, provide the total unduplicated number of J.D. degree students receiving loans from external sources**

***Do not*** *count a student twice when providing the total number of students if a student has more than one type of loan from external sources*.

# Total Amount of Student Loans

Include both federal loans and loans from external sources.

# 10. For the most recently completed academic year, provide the total amount of student loans to J.D. degree students.

**11. For the most recently completed academic year, provide the total unduplicated number of J.D. degree students receiving student loans.**

***Do not*** *count a student twice when providing the total number of students if a student has more than one type of student loan.*

# 12. For law schools not affiliated with a university:

**a. Provide the most recently available 3-year cohort default rate**

**Indicate the fiscal year of the most recently available 3-year cohort default rate.**

**b. Indicate the date of the Law School’s last financial audit.**

**c. Indicate the date of any other program review by the Department of Education. d. Briefly explain the result of any such audit or review and whether the school is in full compliance of Title IV of the Higher Education Act.**

**STUDENT LIVING AND BOOK EXPENSES**

**Living Expenses**

*Provide the total living expense budget for a full-time single student living on campus, off campus, and at home that the Law School established for the upcoming academic year. Provide the figures used to determine the student’s loan eligibility (commonly referred to as “the budget” in Financial Aid).* ***To calculate the living expense portion of the budget, take the overall Cost of Attendance and subtract tuition and fees.***

# 13a. Single student living on-campus

# 13b. Single student living off-campus

# 13c. Single student living at home

**Part V. Faculty and Courses**

**FACULTY**

Include in the Faculty Section any individual fitting one of the following descriptions:

1. *A full-time faculty member of the Law School during the most recently completed academic year.*
2. *Any person who is not a full-time faculty member of the Law School who taught at least one class in the J.D. program of the Law School during the most recently completed academic year.*

The most recently completed academic year (2017-2018) includes Fall 2017 through Summer 2018.

# FULL-TIME FACULTY MEMBERS

Include the following in this category:

Anyone who is a full-time member of the Law School faculty. The definition of “Full-time faculty member” from the ABA Standards for Approval of Law Schools is:

an individual whose primary professional employment is with the Law School, who is designated by the Law School as a full-time faculty member, who devotes substantially all working time during the academic year to responsibilities described in Standard 404(a), and whose outside professional activities, other than those described in Standard 404(a), if any, do not unduly interfere with his or her responsibilities as a full-time faculty member.

Members of the full-time faculty even if they are on a leave of absence during all or part of the 2017-2018 academic year, as long as they have a right to return to the full-time faculty at the end of their leave.

Administrators, librarians, clinicians, legal writing faculty, and other professional skills faculty if they are full-time faculty members at the Law School.

Emeritus or retired faculty members or those faculty members in a phased retirement status who are considered by the Law School to meet the definition of a full-time faculty member.

Full-time visitors at the Law School who are full-time faculty members at another law school.

# 1. Full-time faculty members of the Law School during the 2017-2018 academic year.

Name Race/Ethnicity

Men; Women; Other/Not reported

Teaching during 2017-2018 academic year yes/no Status

Tenured Tenure-Track

On Presumptively Renewable Contract Type:

Clinical

Legal Writing Other

Length of contract

≥5 years

≥3 years and less than 5 years

≥1 year and less than 3 years

On track to a Presumptively Renewable Contract Type

Clinical

Legal Writing Other

On contract that does not lead to a Presumptively Renewable Contract Type:

Clinical

Legal Writing Other

Visitor

**NON-FULL-TIME FACULTY MEMBERS WHO TAUGHT IN THE MOST RECENTLY COMPLETED ACADEMIC YEAR**

A non-full-time faculty member is any person who is not a full-time faculty member of the Law School who taught at least one class in the J.D. program of the Law School during the most recently completed academic year.

Include the following in this category:

Full-time employees of the University or Law School who are not full-time faculty members at the Law School.

Administrators, librarians, clinicians, legal writing faculty, and other professional skills faculty who are not full-time faculty members at the Law School.

Emeritus or retired faculty members or those faculty members in a phased retirement status who are not considered by the Law School to meet the definition of a full-time faculty member.

Visitors who are not full-time faculty members at another law school.

Part-time faculty/adjunct faculty who are not full-time faculty members at the Law School.

**Do not** include the following in this category:

An individual who offers a Distance Education course if that individual is directly compensated for the instruction by another institution.

Field placement supervisors.

Teaching assistants and teaching fellows.

# 2. Any person who is not a full-time faculty member of the Law School who taught at least one class in the J.D. program of the Law School during the most recently completed academic year.

Name Race/Ethnicity

Men; Women; Other/Not reported

**COURSE INFORMATION**

For each J.D. course taught in the most recently completed academic year, report the credit hours and student enrollment.

Include all courses that are part of the J.D. curriculum at the Law School.

If a course has more than one professor, allocate the credit hours but not the enrollment figure among the professors.

Indicate whether a course is part of the required first one-third of a student’s coursework.

Experiential Courses are those that meet the requirements of Standard 304

# 3. Course Information

Course Number Course Title Faculty Member(s) Credit Hours

J.D. Enrollment

Non-J.D. Enrollment

Is this course part of the required first one-third of a student’s coursework Yes/No Distance Education Course Yes/No

Level

First-Year Upper Level

Course Type

Classroom Seminar

Co-curricular (e.g., law review, moot court) Experiential Courses

Clinic

Total number of seats available Simulation

Total number of seats available Field Placement

Total number of seats filled

**PROFESSIONAL LIBRARIANS AND ADMINISTRATORS**

Indicate the number of professional librarians and administrators in the 2017-2018 academic year.

Librarians are those individuals doing work that requires professional education (a J.D. degree or a master’s degree in library or information science, or the equivalent).

Administrators include those with the rank of Associate Dean, Assistant Dean, or Director.

**4. Librarians**

Full-Time Part-Time

1. **Administrators**

Full-Time Part-Time

**Part VI. Law School Finances**

**LAW SCHOOL OPERATING SURPLUS/DEFICIT**

For the 2018 AQ, the extensive detail that was previously required regarding revenue and expenses has been replaced with the questions below. Law schools and the universities or other entities of which they are a part have a variety of accounting and budgeting practices and were often not able to match the categories that were presented previously.

# 1. What was the Law School’s net operating surplus or deficit for the most recently completed Fiscal Year?

**2. What is the Law School’s projected net operating surplus or deficit for the current Fiscal Year?**

**LAW SCHOOL RESERVES**

**3. Note:** The sum of lines A, B, and C should add up to the total cash and investment balances held at the end of the most recently completed fiscal year.

# Reserve funds available to the Law School for day-to-day operations. These funds could be restricted or unrestricted. If a Law School's revenues exceeded expenditures, the difference should be reflected here.

Enter the total number of all operating reserve funds held at the end of the most recently completed fiscal year. These are funds that the Law School has within its control and are available to use for operational expenses in future years. Funds from private gifts for operations that have not yet been fully expended should be counted in this category. Some funds may be restricted for specific expenditures. Report the value of both unrestricted and restricted operating reserves.

# The Law School’s Non-Operating Reserve funds not included in A. (An example would be capital funds/gifts set aside for construction and not available for day-to-day operations.)

Include the balance of all other reserve funds not already reported in Line A. Examples of funds to include are funds set aside for a major capital/construction project, bond reserve funds, or funds available for revolving student loans.

# Market value of the Law School’s endowment and quasi-endowment funds

Report the market value of endowment funds and funds functioning as endowments at the end of the most recently completed fiscal year. Use the standard accounting definitions for market value.

# LAW SCHOOL DEBT

**4. What is the total debt owed by the Law School? (Report all debt including debt owed to university or parent entity)**

Report the total amount owed on bank loans, lines of credit, bonds payable or other amounts owed to creditors, the central university, an investor, or a parent entity. **Do not** report amounts advanced from the federal government under the Perkins loan program.

# Part VII. Foreign Programs

**Section 1 – FOREIGN SUMMER AND INTERSESSION PROGRAMS**

At its meeting in June 2016, the Council approved the revised *Criteria for Summer and Intersession Programs Offered by ABA-Approved Law Schools in a Location Outside of the United States*, which replaced the *Criteria for Approval of Foreign Summer and Intersession Programs Established by ABA-Approved Law Schools* of the *ABA Standards and Rules of Procedure for Approval of Law Schools*. The revised Criteria became effective in August 2016. The revised Criteria creates two types of foreign summer/intersession programs.

1. Foreign summer/intersession programs offered exclusively to a law school’s own students. (See Criteria Part I. and III.A.)
2. Foreign summer/intersession programs that allow students from other ABA-approved law schools to enroll or are co-sponsored programs with other ABA-approved law schools. (See Criteria Part I., II., and III.B.)

If you have any questions, please email JR Clark at [jr.clark@americanbar.org.](mailto:jr.clark@americanbar.org)

1. **Programs Operated in Compliance with Criteria Part I. and III.A.**

If the Law School operates foreign summer/intersession programs for its own students in compliance with Criteria Part I. and III.A., please complete the following questions for each program offered during the 2017-2018 academic year.

[Add program button]

* 1. Home Campus Coordinator/Director: Name and Title:

Email:

* 1. Foreign Location Program Director (On-Site): Name and Title:

Email:

Dates Present on Site:

* 1. Provide enrollment data for the 2017-2018 academic year program offering: Number of students enrolled for credit towards a J.D. degree:

Number of students enrolled not for credit toward the J.D. degree: Maximum credit hours allowed per student:

1. **Programs Operated in Compliance with Criteria Part I., II., and III.B.**

If the Law School is the primary sponsor of one or more foreign summer/intersession programs that is approved to allow students from other ABA-approved law schools to enroll, answer the following questions for each approved program in the drop down menu below.

[Dropdown list of ABA-approved programs]

* 1. Was the program offered in the 2017-2018 academic year?
  2. Does the Law School intend to offer the program in the 2018-2019 academic year?
  3. Home Campus Coordinator/Director:

2017-2018 Academic Year Name and Title:

Email:

2018-2019 Academic Year Name and Title:

Email:

* 1. Foreign Location Program Director (On-Site): 2017-2018 Academic Year

Name and Title:

Email:

Dates Present on Site:

2018-2019 Academic Year Name and Title:

Email:

Dates Present on Site:

* 1. Provide enrollment data for the 2017-2018 academic year program offering: Number of students enrolled for credit towards a J.D. degree:

Number of students enrolled not for credit toward the J.D. degree: Maximum credit hours allowed per student:

* 1. Did the sponsoring school(s) receive any student complaints about the substance or administration of the program in the 2017-2018 academic year?
  2. If yes, describe the complaints and their resolution.
  3. Will there be any significant change(s) in the program to be offered in the 2018- 2019 academic year?
  4. If yes, briefly describe the change below.

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

* + 1. change in program location,
    2. significant changes in program administration on-site,
    3. significant increase in the enrollment expectations for the program, or
    4. adding a new field placement program or a substantial increase in the enrollment in an existing field placement program.

Note: Written notice of such change must be provided to the Managing Director in the year prior to the implementation of the proposed change no later than October 1 for Summer programs and March 1 for Intersession programs.

**Section 2 – FOREIGN SEMESTER AND YEAR-LONG STUDY ABROAD PROGRAMS**

If the Law School is the primary sponsor of one or more Foreign Semester or Year-Long Study Abroad Programs, answer the following questions for each approved program in the drop down menu below. This section must be completed for each approved program, even if the program was not run in the prior year.

For an explanation of what constitutes a Foreign Semester or Year-Long Study Abroad Program, see the *Criteria for Approval of Foreign Semester and Year-Long Study Abroad Programs Established by ABA-Approved Law Schools*.

If the Law School offers a program that does not appear in the drop down menu, please email JR Clark at [jr.clark@americanbar.org.](mailto:jr.clark@americanbar.org)

[Dropdown list of ABA-approved programs]

1. Was the program offered in the 2017-2018 academic year?
2. Does the Law School intend to offer the program in the 2018-2019 Academic Year?
3. Home Campus Coordinator/Director:

2017-2018 Academic Year Name and Title:

Email:

2018-2019 Academic Year Name and Title:

Email:

1. Foreign Location Program Director (On-Site): 2017-2018 Academic Year

Name and Title:

Email:

Dates Present on Site:

2018-2019 Academic Year Name and Title:

Email:

Dates Present on Site:

1. Provide enrollment data for the 2017-2018 academic year program offering: Number of students enrolled for credit towards a J.D. degree:

Number of students enrolled not for credit toward the J.D. degree: Maximum credit hours allowed per student:

* 1. Did the sponsoring school(s) receive any student complaints about the substance or administration of the program in the 2017-2018 academic year?
  2. If yes, describe the complaints and their resolution.
  3. Will there be any significant change(s) in the program to be offered in the 2018- 2019 academic year?
  4. If yes, briefly describe the change below.

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

* + 1. change in program location,
    2. significant changes in program administration,
    3. changes in the curriculum that significantly reduce the comparative or international focus of the program,
    4. significant increase in the enrollment expectations for the program,
    5. adding a new externship program or a substantial increase in the enrollment in existing externship programs,
    6. changes in the language of instruction in the program,
    7. new agreements to co-sponsor the program with another ABA-approved law school, or
    8. significant changes in the housing arrangements for students.

Note: Written notice of such change must be provided to the Managing Director in the year prior to the implementation of the proposed change no later than October 1.

**Section 3 –STUDENT STUDY AT A FOREIGN INSTITUTION**

If the Law School allows student study at a foreign institution for credit toward the J.D. degree, answer the following questions for each foreign institution where students studied.

For an explanation of what constitutes student study at a foreign institution, see the *Criteria for Accepting Credit for Student Study at a Foreign Institution*.

Include foreign institutions where students are participating in an international dual degree program. An international dual degree program is one in which students from the Law School receive credit toward the J.D. degree for courses taken at a foreign institution and also receive a degree from the foreign institution.

Do not include students participating in an ABA-approved Semester or Year-Long Study Abroad Program, an ABA-approved Foreign Summer or Intersession Program, or a Summer/Intersession Program offered by the Law School to its own students.

1. Did the Law School permit students to study abroad during the 2017-2018 academic year?
2. Name and email of the individual at the Law School responsible for the administration of the school’s program of individual student study at a foreign institution.

Name: E-mail:

1. If answered Yes in Question 1 above, complete the following information for each foreign institution. Note: Please take care to accurately provide the complete name of the foreign institution.

[Add Foreign Institution Button]

Foreign Institution:

Foreign Institution Website: Contact at foreign institution: Advisor at home institution:

Number of students studying at the foreign institution in 2017-2018 academic year:

If the program is a dual degree program, indicate what degree(s) is earned in addition to the J.D. degree: