



# SAN FRANCISCO INTERNATIONAL UNIVERSITY COLLEGE OF LAW



*School Catalog*

## Message from the Dean

The mission of San Francisco International University College of Law is to provide highly qualified students with a superior legal education at an affordable cost. Our school seeks to prepare students for positions as counselors, advocates, and judges; as businesspersons; and as researchers, teachers, and philosophers of the law by offering affordable, flexible and outstanding education that meets the demands of growing global demand. With a program of academic excellence, through a distance learning medium and tailored to allow working professionals to balance a career or those who have other daily commitments, these ends are furthered.

Today, professionals who are employed full time by the federal government, law firms, trade associations, and other organizations are able to concurrently attend law school. The Jurist Doctor program offered by San Francisco International University College of Law, is designed to allow full-time working individuals to complete the J.D. degree requirements without sacrificing financial or personal opportunities.

Apart from the flexibility that San Francisco International University College of Law, offers for working professionals, our correspondence-learning model offers something most Jurist Doctor programs do not offer, affordability.

With our J.D. program, you can get quality education for a fraction of the cost. Correspondence learning students save thousands of dollars every semester in housing fees, commuting costs and other campus expenses that people enrolled in traditional colleges have to pay.

According the American Bar Association the price for one year for a full time law degree seeker, that is an in-state resident is \$35,378 and \$40,659 for a full time non-resident.<sup>1</sup> Couple this with housing costs at an average of \$19,019 for students living on campus<sup>2</sup>, graduating classes are left at a disadvantage with crushing law school debts. According to the American Bar Association, almost 90% of students borrow to help finance their legal education.<sup>3</sup> The average debt for private law school students increased from \$102,000 in academic year 2005-2006 to \$127,000 in academic year 2012-2013; for public law school students the figures are \$66,000 and \$88,000.<sup>4</sup> As student debt rises too many students are left with debts they can't repay, particularly if they don't graduate, and too many end up in default, seriously affecting the individuals' future. The current student debt is at an alarming 1.2 trillion dollars.<sup>5</sup> The impact of this debt can affect all areas of life including, purchasing a home, starting a business, delaying marriage, having children and saving for retirement. As the risks of default and delinquency rise, the

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<sup>1</sup> American Bar Association, Section of Legal Education-ABA Required Disclosures, <http://www.abarequireddisclosures.org> (follow compilation, select year, 2015, select selection: tuition and fees and living expenses, generate report)(last visited on April

<sup>2</sup> Id.

<sup>3</sup> Dennis W. Archer, Memorandum Re: The Report of the Task Force (2015) available at, [http://www.americanbar.org/content/dam/aba/administrative/legal\\_education\\_and\\_admissions\\_to\\_the\\_bar/reports/2015\\_june\\_report\\_of\\_the\\_aba\\_task\\_force\\_on\\_the\\_financing\\_of\\_legal\\_education.authcheckdam.pdf](http://www.americanbar.org/content/dam/aba/administrative/legal_education_and_admissions_to_the_bar/reports/2015_june_report_of_the_aba_task_force_on_the_financing_of_legal_education.authcheckdam.pdf)

<sup>4</sup> Id.

<sup>5</sup> Students and Debt, <https://www.debt.org/students/> (last visited on April 22, 2016).

financial insecurity and general instability of the United States will only deepen.

SFIU offers budget-friendly Jurist Doctorate degree program that is affordable by design and tailored to fit comfortably alongside other household expenses. At SFIU, you can pursue a J.D. degree without having to fall into the pitfalls and disadvantages of crushing student debt. Due to our correspondence-learning model we can offer a comprehensive J.D. program that is \$23,378 less than the average yearly tuition at an ABA approved Law school, at an affordable \$12,000 per academic year.

SFIU offers a variety of ways to help cover the cost of tuition such as scholarships, which are awarded on the basis of academic criteria and/or any combination of academics, financial need, leadership positions and work experience. SFIU is proud to offer military veterans, active-duty service members, and their families an opportunity to gain a Jurist Doctor for little or no cost through scholarship programs, such as the Wounded Veteran Program.

Our distance learning program carries many benefits that a traditional program cannot offer such as, accessibility for those living away from the School, no need to waste time or other resources in transport, commuting to a central location for each class. The flexibility to study in any convenient location with an Internet connection and self-paced learning. The ability to study materials at your own personal speed and intensity, without having to wait for the slower pace of the average classroom. More opportunities to study the most current material available. Flexibility for those with irregular work schedules. Accessibility for those with restricted mobility (e.g., handicapped, injured, elderly) and accessibility for those with family

responsibilities (e.g., parents with young children at home).<sup>6</sup>

International students can especially benefit from this type of learning, which allows them to study in the United States and obtain a legal education from the United States where they would otherwise be restricted due to the inability to participate at a traditional learning facility.

SFIU J.D. program is truly unique. With its affordability, flexibility, high standard of education, SFIU, can expand its mission to have a lasting positive global impact. Both faculty and administrators continually reaffirm their commitment to serve students in need of quality education for reasonable cost. These values are instilled into our students and our legacy continues to grow with each graduating class.

Very Truly Yours,

**Matus Varga**

*Dean*

dean@sfiulaw.com

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<sup>6</sup> *The Advantages of Distance Learning*, <http://www.usjournal.com/en/students/help/distancelearning.html> (last visited on April 22, 2016)

# San Francisco Campus

San Francisco International University College of Law  
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South San Francisco, CA 94080

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## Academic Programs

San Francisco International University College of Law currently offers Juris Doctor (J.D.) degree program, which is principally by correspondence.  
J.D. program is proposed to start on January 19, 2017.

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# Written Disclosure

## 2.3(D) & 2.3(E)

The method of instruction at this law school for the Juris Doctor (J.D.) degree program is principally by correspondence.

Students enrolled in the J.D. 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 Title 4, Division 1, Chapter 5, of the Rules of the State Bar of California (Admission Rules) 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 J.D. degree program. If the dismissed student subsequently passes the examination, the student is eligible for re-enrollment in this law school's J.D. degree program, but will receive credit for only one year of legal study.

Study at, or graduation from, this 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.

# Faculty

## **Matus Varga, Dean, First-Year Law Professor**

- Juris Doctor Equivalent, Comenius University, School of Law.
- Diploma in Introduction to UK and EU Law, University of Cambridge.
- Master of Laws, Cum Laude, Florida State University.
- Licensed New York attorney and legal educator 2012-2016.
- Member of the Bar – State of New York.
- Adjunct Professor of Law, Florida State University College of Law

## **Daniel Ricciulli, Professor, Registrar**

- Juris Doctor, Nova Southeastern University, School of Law.
- Bachelor of Arts, Magna Cum Laude, International Relations/ Comparative Politics; University of Central Florida, Orlando.
- Member of the Bar – State of Florida 2014 - 2016

## **James Gipson, Professor**

- Juris Doctor, St. Thomas School of Law.
- Bachelor of Arts, University of Texas.
- Linguist, Department of Homeland Security, Immigration & Customs Enforcement, 2005-2006.
- Linguist, Drug and Enforcement Administration, 2006-2008.
- Member of the Bar – State of Florida
- Asylum Officer, New Orleans Asylum Office, LA, 2015-Present.

## **Hassan Mirza, Professor**

- Master of Business Administration, The George Washington University, August 2012.
- Doctorate, Healthcare Law and Public Policy. Dissertation: Unconscious Physician Bias and Disconcordance in the Physician-Patient Relationship: A Participatory Approach to Reducing Healthcare Disparities, Northeastern University, MA, August 2012.
- Juris Doctor, University of the Pacific, McGeorge School of Law, May 2000.
- Bachelor of Business Administration, California State University, June 1997.
- Law Professor, Golden Gate University, San Francisco, CA, 2012-Present.
- Law Professor, De Anza College, Cupertino, CA 2008-2008.
- Law Professor, California State University East Bay, Hayward, CA, 2001-2006
- Law Professor, The George Washington University, Washington D.C., 2002-2003.



# Courses

## First Year Course Description

### *100 An Introduction To Law (3) (Pass/Fail)*

It introduces beginning law students and others to contemporary law and legal reasoning. Covers analogical and deductive reasoning, as well as the roles of legal conventions, purposes, and policies in legal reasoning. Emphasizes the law as used in practice by lawyers and judges. Students will also familiarize themselves with history of law, basic legal terms, study how to develop certain basic skills such as reading, analysis, and synthesis of legal decisions and interpretation of statutes.

### *110 Contracts (6)*

This course covers the common law principles and case law related to formation, interpretation, performance, and enforcement of contracts. It covers the most essential elements of an enforceable contract, such as an offer and acceptance, consideration, capacity of the parties in terms of age and mental ability, the intent of both parties to carry out their promise as well as the object of the contract. Additional essential issues such as promissory estoppel, public policy, interpretation, excuse, and remedies and Uniform Commercial Code (UCC) will be covered as well. Modern issues in standard contracts are explored along with contracts entered into electronically. Course also covers International and comparative materials as an alternative approaches for students to consider, such as United Nations Convention on Contracts for the International Sale of Goods (CISG) and the UNIDROIT Principles of International Commercial Contracts.

### *120 Torts (6)*

This introductory course considers different types of torts and the difference between intentional torts and negligence. In addition to that it covers strict liability, products liability, damages, and wrongful death. Course will analyze in great detail basic elements of negligence, such as duty of care, breach of that duty, causation, remoteness and damages. The final lessons of the course will cover torts like law in another legal systems on comparative basis.

### *130 Criminal Law (3)*

Course covers substantive criminal law. Students will receive answers to questions such as "What are the purposes and limits of punishment?", "What is the meaning of the different types of crime?" and "Who and why do we punish?" Students will familiarize themselves with criminal law terminology such as actus reus and mens rea, causation, attempt, complicity, conspiracy and defenses to crime. Course covers in detail selected personal crimes such as assault, battery, false imprisonment, manslaughter and rape, property crimes such as larceny, robbery, burglary, arson and receipt of stolen goods, statutory crimes such as alcohol related crimes and inchoate crimes, such as attempt, solicitation and conspiracy. Final lessons of course will provide overview of comparative substantive criminal law.

### *140 Legal Analysis and Writing (3)*

This course will introduce students to sources of law, legal reasoning, essay exam-writing relevant to both law school and the California Bar Exam. Coverage on organizing analysis according to the CREAC formula (also known as the paradigm), the writing process, storytelling techniques, rule analysis, statutory



interpretation, and professionalism will be provided.

## Second Year Course Description

### *200 Civil Procedure (6)*

This course creates a conceptual framework for understanding jurisdiction and procedural rules through detailed analyses of the Federal Rules of Civil Procedure. Detailed coverage is provided for topics heavily tested on bar exam such as jurisdiction, choice of law, venue, pleadings, discovery, pre-trial motions, trial through judgment, joinder of parties and claims, and finality of judgments. Course covers up to date information on Supreme Court's transformation of pleading practice in *Bell Atlantic* and *Iqbal*, new rulings by the Supreme Court on personal jurisdiction, diversity jurisdiction, Erie doctrine, class actions, and arbitration. Coverage of new developments in scholarship: e-discovery, complex litigation, and alternative dispute resolution is added as well.

### *210 Evidence (6)*

This course will explore the Federal Rules of Evidence. Students will familiarize themselves with character evidence, opinion testimony and experts, hearsay evidence and exceptions from hearsay evidence. Confrontation clause and its constitutional aspects, witnesses and different types of privileges, such as attorney client privilege and spousal privilege will be discussed as well. New materials and cases reflecting developments in privilege and physical evidence, confrontation clause jurisprudence, and technical and jurisprudential developments in scientific proof will provide students with most up to date knowledge.

### *220 Criminal Procedure (3)*

Course covers both the investigatory and adjudicatory aspects of criminal procedure law, constitutional criminal procedure law as well as the close relationship between criminal procedure law and substantive criminal law. Particular attention is placed on issues such as the right of counsel, discovery, plea bargaining, trial by jury, and double jeopardy. It will also address seizures, interrogations, lineups, and undercover operations, and hence examines the Fourth and Fifth (and, to a limited extent, the Sixth) Amendment rules regulating the police in these endeavors. The latest developments concerning the Confrontation Clause, the continuing evolution of the Crawford doctrine as well as most recent of the Supreme Court's line of *Apprendi/Blakely/Booker* decisions in sentencing will be covered.

### *230 Constitutional Law (6)*

This course identifies substantive issues such as determining the scope of governmental powers, federalism, and the relationship between federal and state powers and constitutional restraints that limit the exercise of governmental power. Students will learn to interpret the Constitution by using tests to determine the limits of power and the extent of rights. Course reviews major new cases: *United States Department of Health and Human Services v. State of Florida* (constitutionality of the Affordable Care Act); *Arizona v. United States* (preemption of Arizona's SB 1070); *McDonald v. City of Chicago* (application of the Second Amendment to the states); and *Citizens United v. Federal Election Commission* (First Amendment right of corporations to spend money in elections).

## Third Year Course Description

### *300 Property Law (6)*

This course features coverage of “old property” (real estate law). With regards to real estate property, course analyzes different types of estates in land and different ways of acquiring title to real property, future interests, and landlord and tenant relationships, real estate issues, restrictive covenants, conditions and restrictions, land planning and easements.

### *310 Remedies (6)*

Course provides inclusive coverage on damages, injunctions, and restitution, declaratory judgments, punitive damages, and remedial defenses. It also covers major remedies cases (Hadley v. Baxendale, State Farm v. Campbell, Sullivan v. O’Connor) and the Third Restatement of the Law on Restitution and Unjust Enrichment. Analyses of remedies issues under Article 2 of the Uniform Commercial Code is provided as well. Course also covers most litigated cases on damages, such as : In re September 11th Litigation (S.D.N.Y. 2008) (on the measure of damages for the destruction of the World Trade Center), In re Trans World Airlines (2d Cir. 1998) (on liquidated damages), Oden v. Chemung County Industrial Development Agency (N.Y. 1995) (on modern statutes modifying the collateral source rule) and eBay v. MercExchange LLC (U.S. 2006) (on the prerequisites to an injunction, or on undue hardship, depending on the point of view).

### *320 Business Organizations (6)*

This course will focus on the law related to different forms of business entities. In encompasses corporations, agency, partnership, and LLCs. Its extended coverage of alternative business entities serves to distinguish the basic

differences between corporations and limited liability companies. In relation to limited liability companies it will discuss the advantages such as day to day control and management as well as tax implications of owning a limited liability company. In relation to corporations, the course will address the process of incorporation, control and management, duties of directors and controlling shareholders, different types of corporations and tax implications. In-depth coverage of how the law applies to modern business structures, (such as joint ventures, venture capital arrangements, franchises, and new limited liability business forms) as well as growth industries (such as computers, biotechnology, and telecommunications) is provided.

### *330 Trusts (3)*

The course will address trusts as an unique concept on American law. It will describe functions and differences between revocable and irrevocable trusts, private and charitable trusts. Students will also familiarize with the administration of trusts, rights and responsibilities of trustees. It will also cover the basics of drafting of a trust. Course covers latest developments in statutes, law reform projects, scholarly writing, and cases, such as those on revocable trusts and harmless error in will execution. Attention is paid to the finalization of the new Restatements on Property and Trusts.

## Fourth Year Course Description

### *400 Wills (3)*

This course covers the substantive law related to of testate and intestate succession; construction and executing of attested, holographic, and nuncupative wills; family protection statutes, testamentary capacity and fraud, grounds of contest, distribution and

settlement of estates. The course will also cover basis of drafting of a will.

*410 Community Property (3)*

The course involves detailed study of different ways each community property state address issues as well as community property law in California. Course covers issues such as rights and interests of the respective spouses in the community, nature and interests in separate and community property, control and liability of property, including agreements and dissolution; and differentiation of separate and community property. Control and management rights and creditors; commingling, tracing, vesting of rights, and disposition of property upon the death of a spouse, settlement and support will be addressed as well.

*420 Professional Responsibility (6)*

This course will cover ethics in the practice of law as enacted by the ABA Rules of Professional Conduct as well as California Rules of Professional Conduct. Students will develop a cogent philosophy of lawyering as they master basic concepts and prepare for the MPRE. In addition to that, students will master practice based skills and undergo competency training. Course will cover the most important issues related to practice of law ethics such as conflict of interest, attorney client privilege, attorney discipline and disability, the delivery of legal services, contingent fees. Students will learn how to diligently handle clients matters in professional and timely manner and also how to manage law office.

*One Elective Course (3)*

## Electives

Administrative Law 3

Bankruptcy Law 3

Environmental Law 3

EU Law 3

Family Law 3

Intellectual Property Law 3

International Human Rights and

Refugee Law 3

Immigration Law 3

Labor Law 3

Tax Law 3

## Elective Course Description

### 510 Administrative Law (3)

This course examines the appointment power and removal power as defined in the U.S. Constitution, administrative procedural issues, delegation of adjudicatory power to agencies, substantive statutory checks on agencies, the general law of agency procedures, statutory principles of administrative procedures, rulemaking procedures and regulatory reform.

Course provides updated treatment of cost benefit analysis, presidential oversight, freedom of information, standing, agency deference (including the Brand X case), and rulemaking (including provisions of the 2012 Food & Drug Safety and Innovation Act, and the DC Circuit's TSA body scanners case, *EPIC v. US Dept. of Homeland Security*).

### 520 Bankruptcy Law (3)

This course provides students with the understanding of both the consumer bankruptcy and business bankruptcy. The course focuses on consumer bankruptcies under Chapter 7, 10, 11, 12 and 13 as well as issues

related to discharge ability and involuntary bankruptcy. Course also covers recent Supreme Court bankruptcy cases, including *Stern v. Marshall*.

### 530 Environmental Law (3)

This course covers numerous substantive areas in environmental law, in the context of constitutional questions of federalism, separation of powers, the Commerce Clause, the Spending Clause, and Takings. Students will analyze additional statutory sources of the environmental law, such as the Clean Air Act, the Clean Water Act and the Endangered Species Act. Course also covers recurring administrative law issues in environmental law and on the topic of environmental enforcement. The EPA's regulation of greenhouse gas (GHG) emissions under the Clean Air Act as well as California's statewide GHG cap-and-trade program are discussed.

### 540 EU Law (3)

This three-credit course aims to give students a comprehensive introduction to European Union law in light of the ongoing economic and political challenges facing the 28/27-country bloc. Course will survey the succession of treaties that have led to today's EU and the institutions that govern the Union, nature of the EU legal order, interaction with the domestic law of member states and with international law. EU internal market and competition (antitrust) framework will be covered as well.

### 550 Family Law (3)

This course covers the most important issues related to creation and dissolution of marriage in the light of recent Supreme Court decision on marriage. Issues such as termination of marriage, nullity of marriage, property settlements, support obligations, custody and child adoption will be addressed. Students will familiarize with most up to date knowledge on

case law on parental alienation/friendly parent provisions, the extension of estoppel principles in parentage decisions, particularly in California and New York; update of states recognizing same-sex partners' parenting rights, update on new statutory regulation of surrogacy including limitations to women with established medical need and international recognition of assisted reproduction.

### 560 Intellectual Property Law (3)

This course focuses on the protection of proprietary rights in inventions, writings, creative expression, software, trade secrets, trade designations, and other intangible intellectual products by federal patent, copyright, trademark and unfair competition law, and by state trade secrecy and unfair competition law. Particular attention will be provided on new Supreme Court cases in patents, such as *Myriad* on gene patents; and *Bowman* on inventions that reproduce themselves, like soybean seeds.

### 570 International Human Rights and Refugee Law (3)

This course covers United Nations conventions on refugees as enacted in United States legal system. It also provides recent developments in substantive areas of human rights, including developments in the United Nations and regional systems, as well as in the jurisprudence of national courts. Students will acquire knowledge of asylum law terminology such as refugee, asylee, political asylum, withholding of removal, protected grounds, persecution, firm resettlement, bars to political asylum and revocation of asylum.

### 580 Immigration Law (3)

This course will familiarize students with U.S. immigration laws as enacted by the Immigration and Nationality Act and related regulations. Specific attention will be dedicated to the basic

terminology such as admission, inadmissibility and removability, adjustment of status, naturalization, non-immigrant and immigrant visa, preference system. Course will also provide brief overview of the history of U.S. immigration laws. Course covers procedures in immigration enforcement and provides students with up to date knowledge in the light of Supreme Court's decisions on Presidential executive powers.

### 590 Labor Law (3)

This course will cover relationship between employees and employers in the private sector, as well as organization and representation of employees, legal aspects of strikes, picketing and related activities; and problems of state-federal law relating to labor disputes. Up-to-date information on new developments, in immigration and labor law and cross-border labor law will be provided.

### 600 Tax Law (3)

This course examines the basic substantive provisions of the federal income tax law. Included are the following general topics: gross income, exclusions, deductions, depreciation, basis, tax accounting, and other provisions affecting situations encountered by attorneys in general practice. Course incorporates important administrative developments, including the controversy surrounding IRS scrutiny of political activity by §501(c)(4), social welfare organizations, deductions for losses stemming from the Bernie Madoff Ponzi scheme, and federal recognition of same-sex marriages in the wake of the Supreme Court's 2013 decision in *United States v. Windsor*.

## SFIU Refund Policy

Enrolled students will be refunded all (100%) tuition paid (except an application registration fee not to exceed \$100) by the student upon written notice requesting cancellation of enrollment within three (3) days after student is first given access to the online course site and material following enrollment. Such notice should be delivered to the school either in person, by written cancellation sent to San Francisco International University College of Law, Office of Dean, 400 Oyster Point Blvd. Ste. 422, South San Francisco, CA 94080, or by email to dean@sfulaw.com.

Refund will be provided to the student within thirty (30) days after student cancels enrollment from course or program or within thirty days of the Law School discontinuing a course or educational program in which student is enrolled.

If the student withdraws from a course more than three (3) days have passed since student is first given access to the online course site and material, the Student will receive a pro rata refund up to eleven (11) weeks for the unused portion of the tuition and other refundable monies, if the period of enrollment didn't exceed 50% of planned instructions. The refund will be provided within thirty (30) days after student cancels enrollment from course / J.D. program. 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 (Eastern Time). For purposes of refunds, one year on instruction begins when student is enrolled and given access to course site material and ends one year later. If the student withdraws from course after period of instruction exceeded 50% on planned instruction, SFIU will not provide any refund.

## SFIU Grading Policy

Academic Standing : Students are evaluated on a grade point average (GPA) scale. Grade point average for each individual class will be based on a weighted scale that is based on the total number of credits taken in which grades of A through F are received. Grades for each individual course will be based on a combination of the following, with the emphasis on final examination:

- A. final examinations,
- B. quizzes and midterm examinations,
- C. performance and participation in online forums, through correspondence, in discussions, and postings, and
- D. any other consideration that the Professor deems as appropriate in the evaluation of a student's performance for the given course.

A 4-point system is used to calculate the GPA:

- A = 4.0 pts.
- A- = 3.67 pts
- B+ = 3.33 pts.
- B = 3.0 pts.
- B- = 2.67 pts.
- C = 2.0 pts.
- D = 1.0 pts
- F = 0 pts.
- NC = 0 pts.

To receive a 'Passing grade', a student must earn the equivalent of a 'C' or better. Students earning a 'D' will receive credit for the course, but the grade will be recorded on the transcript and be calculated into the overall GPA. A grade of 'F' earns no credit hours and results in failure of the course. A grade of No Credit will be awarded if the Student fails to complete at least 50% of the required work for the course or fails to take the final examination.

Students are allowed to take no more than one-third of the courses in the first two thirds of the curriculum as Pass/Fail or Credit/No Credit. No class in the core courses list may be taken as Pass/Fail. Students have until the end of the first week of the semester to decide if they want to modify a class as Pass/Fail. The Student must provide a written request to the School for approval. When the Student exercises the Pass/Fail option for a course, the Professor will submit a final grade of Pass if the Student's work would normally receive a grade of D or higher. If the Student's work would normally receive a grade of an 'F', the Student will be awarded a Fail. Courses receiving a Pass will count as credits towards graduation, but do not affect grade point average (GPA). If a Fail is earned, the credits are included in the total credits attempted and it lowers grade point average (GPA).

In order to protect Students against biases in grading the School awards grades anonymously. Students' assignments will be graded under student identification number only, after being downloaded to SFIU's blackboard. Once the grade has been awarded, the student identification numbers will be paired independently from the grader to match the respective student.

## Course Repetition

Students who fail a course must repeat the course. Students are only allowed to fail a course one time in order to retake the same course. Course may only be repeated within the same academic year. Upon successful completion of the repeated course, the student will only be awarded credit for the repeated course towards graduation. Once repeated, the new grade will replace the previous grade and the previous grade will not be used in calculating Student's

Cumulative Grade Point Average. Student will therefore be able to prevent academic disqualification, satisfy terms of academic probation, advance in the program of study and qualify for graduation from J.D. program.

Student will be allowed to commence next academic year only after successful completion of repeated course. Any attempt at a course offered by the School will remain on the student's transcript and will be used to calculate grade point average (GPA). Under no circumstances will SFIU grant duplicate credit for the repetition of the same or substantially the same course, whether in the same law school or different law schools.

Students must remain in good standing with the School. Good standing means students must maintain a GPA of at least 2.0. If a student's GPA falls below a 2.0 the student will be put on academic probation. The student will receive written notification advising the student of their academic probation status. The student will have until the subsequent semester to raise their GPA to 2.0. Failure on the student's part to raise their GPA or failure to pass the First-Year Law Student's Examination within the required time will result in the student being dismissed from the School for academic deficiency.

Advancement & Retention (5.20): Enrolled Students will be evaluated by the end of each academic year in order to determine eligibility for advancement in the program. Students must be in good standing to advance to the next year of law study. Students, who have not maintained the grade average required for advancement or graduation or who have failed to pass the First-Year Law Student's Examination within the required time frame will be disqualified from the J.D. program.



Students on academic probation are eligible to advance to the next year of study upon a reevaluation of the student's progress by the SFIU administration and successful passing of an end of the year examination. Any transfer student who was on academic probation or academically dismissed at the law school last attended will automatically be placed on probation if accepted at the School following a diligent review of related records and circumstances.

## Graduation Requirements

In order to graduate the student must be in good standing (a GPA of 2.0 or higher) and have satisfactorily completed all the required coursework for the law program. Students must complete and submit the Application for Graduation form in person, by mail or by email to the School and meet all financial obligations to the School (tuition, fees, and miscellaneous charges).

### **Course Honors:**

Cum Laude 3.60 - 3.74

Magna Cum Laude 3.75 - 3.90

Summa Cum Laude 3.91 - 4.00

Students enrolled in J.D. program may petition the Registrar for graduation, under the condition that they:

- A. Completed a course of study requiring a minimum of 864 hours of preparation per year and study of four (4) years equaling to 78 credits;
- B. Successfully passed First Year Law Student Examination;
- C. Have a minimum cumulative GPA of 2.00;
- D. Satisfied all financial obligations towards the San Francisco International University College of Law and the Committee of Bar Examiners.

Within thirty (30) days after Registrar receives a written request for graduation from J.D. program, Registrar will verify, if Student met all requirements for graduation in J.D. program. If Registrar verifies, that all conditions are met, SFIU will confer on student J.D. degree, mail him diploma and his transcript within additional 30 days. Student's status will be then upgraded to a graduate status. In case that Student does not meet all requirements for graduation, Registrar will grant Student sixty (60) days to supplement his petition for graduation. Shall Student fail to supplement the petition within allotted time, the petition will be denied.

## Exceptions to Policies on Academic Standards

The exceptions to the above discussed academic standards can only be approved on exceptional basis, upon showing of a special circumstances and good cause. The power to grant such an exception is vested with a committee consisting of the Dean, Registrar and another Faculty member. The committee shall vote on granting such an exception with a majority vote and if such exception is granted, the reasons for such an exception must be recorded in the permanent minutes of the Committee as well as in the student's file.

## Grade Review Guidelines

If Student believes, that an examination or course grade resulted from unfairness, a departure from established grading policy, or a clearly shown mistake, and presents credible evidence in support of such claim within ten (10) business day from being awarded particular grade, a claim may be considered by the Grade Review Committee. The Grade Review Committee should consist of the Dean and two disinterested instructors. The Grade Review Committee shall ask instructor, who awarded

grade, for basis of that grade. Upon consideration of that information and the information provided by the Student, the Committee shall reach final determination of the grade within 30 days of request for grade review and notify the Student in writing. The Grade Review Committee might either sustain previously awarded grade or enter a new grade. Its decision is final and it will be entered in student's records as final grade.

### SFIU Policy on Examination

SFIU requires a written final examination in every course for which credit is given. Written examinations are given to award grade credit for performance and may represent the course grade in the J.D. program. Examinations are conducted with the assistance of a proctor approved by the School. Exams are also timed and may be in essay or multiple-choice format. Faculty members and instructors may elect to give quizzes or other written work in any course. In order to protect Students against biases in grading the School awards grades anonymously. Students will download their final exams in the blackboard under their student ID number. Once the grade has been awarded, the identification numbers will be paired independently from the grader to match the respective student.

Final examinations will be proctored. Student must submit a Proctor Designation Form with a copy of state issued Proctor's ID for approval to the Dean's office within 30 days of being admitted to the J.D. program. If approved by the Dean's office, this Proctor will supervise all future exams. Substitution of Proctor by new Proctor requires prior approval of Dean's office. The proctor shall review the exam takers identity (Government issued ID will be required). The proctor shall administer the examination within the time frame allotted and

provide the results of the examination by downloading the final examination in the SFIU digital blackboard at <http://sfulaw.com/student/login> under student's log in. No compensation shall be paid to Proctor by student under any circumstances. The proctor must make sure that no external material is used during the examination and is not allowed to copy any portion of the examination. The Proctor is in charge with transmitting the examination responses immediately after the examination is administered by downloading them to SFIU's blackboard. Testing materials are downloaded from the SFIU digital blackboard at the beginning of the examination. The deadline to take a final examination is the exam date as provided by the course's syllabus. A proctor is any disinterested person who: is at least 18 years of age or older, has no relation to the Student by blood or marriage or cohabitation. Proctor may not be an enrolled student and cannot be employed by the San Francisco International University College of Law. SFIU will post exam results no later than thirty (30) days after the exams has been administered at SFIU's digital blackboard.

## Student Services

SFIU's Student Services offer students the ability to develop their legal skills while enhancing their learning experience. Through a one on one approach and a positive distant learning environment students are able to appreciate the knowledge they are receiving and apply it after graduation. The School offers assistance for students through academic counseling and certifications to participate in the State Bar Practical Training of Law, which allows a student to get a hands on approach on their studies by working under a licensed attorney.

SFIU's students have direct access to their respective professors via email. Professors will provide online support, with guaranteed response time in less than 48 hours. In addition to that, SFIU's Mentor Program provides for assistance and mentoring of newly admitted students by advanced students, acting as their mentors.

Students will also have online access to the Professors and ample resources to assist Students with resume preparation, interviewing and workshops. Students will also have the ability to be involved in student organizations that can assist with developing professional and legal skills. SFIU will not offer job placement services for any Student. SFIU does not participate in federal or state financial aid programs. However, scholarships are available. SFIU does not assist on issuance of I-20 for student visa purposes.

## Scholarships

### **Wounded Veteran Scholarship**

With the number of wounded service members returning home to their communities increasing every day, San Francisco International University College of Law is excited to have an opportunity to support veterans and service members.

Our Wounded Veteran Scholarship Program provides tuition free education to service members, who suffered combat related disability. "Combat-related disability" is defined by 10 U.S. Code § 1413a (e) as disability that is compensable under the laws administered by the Secretary of Veterans Affairs and that -

1. is attributable to an injury for which the member was awarded the Purple Heart; or
2. was incurred (as determined under criteria prescribed by the Secretary of Defense)—
  - A. as a direct result of armed conflict;
  - B. while engaged in hazardous service;
  - C. in the performance of duty under conditions simulating war; or
  - D. through an instrumentality of war.

For the other current members of the US Army or for former members, who were honorably discharged from the service, our school offers to those education with the tuition fees reduced by one half.

Wounded Veteran Scholarship seeks to enhance the lives of wounded service members through tuition free scholarship aimed at improving mental health and wellness; exposing wounded service members to new career opportunities and enhancing their economic empowerment and independence.

We envision a generation of wounded veterans and other service members who are economically empowered and have opportunities to pursue a meaningful career or own their own business. San Francisco International University College of Law offers graduate degree programs in law to encourage economic empowerment for warriors and to provide long-term financial stability for themselves and their families.

Wounded Veteran Scholarship Program provides grants awarded in amounts up to \$100,000 annually.

## Instructor Competence Evaluation

SFIU evaluates annually competence of all of its instructors. The Dean and the Dean of Administration of SFIU conduct annually a meeting, in which they evaluate the competence of each instructor based on:

- Instructor's education, knowledge and experience in subject matter;
- The instructor's competence in the classroom or in the instrumental activities;
- The instructor's teaching skills given the technology and methodology used in instruction, and the quality of participatory experiences employed;
- The instructor's organization of the course as demonstrated by outlines or syllabi;
- The quality, nature, and type of examinations, and other assignments and the quality of grading;

- The relation between the field of instruction and the area of specialization, if any, of the instructor in private practice; and
- The years of experience, both in teaching and in practice.

In addition to that, particular weight will be given to results of evaluation of Professors as evaluated by Students at their online survey. Upon the completion of each course, students will be given an opportunity to evaluate Professor's performance in an online survey at [www.SFIULAW.com](http://www.SFIULAW.com).

## Academic Freedom Policy

Each SFIU Faculty member and Student may articulate a position or concept that may be controversial without a fear of reprisal.

## Verification of Student Participation

Satisfactory completion of a course of study requiring a minimum of 864 hours of preparation and study of four (4) years. The year of preparation and study must occur in not less than forty—eight (48) or more than fifty-two (52) consecutive weeks. To receive credit for one-half year, a student must have 432 hours of preparation and study in not less than twenty-four (24) or more than twenty-six (26) consecutive weeks. Reasonable final examination time may be included in the hourly requirement.

Student is required to keep weekly student logs with the number of hours spend studying that week. Summary of that log will be posted at blackboard at the end of each year of study. All

logs will be signed by the student under penalty of perjury.

## Policy on Special Circumstances

The law school may exempt a student from the unit or hourly requirement if a student demonstrates that illness, disability or other unusual circumstances warrants such special consideration. SFIU must, prior to granting such exemption obtain the approval of the State Bar of California. The law school will maintain accurate records of all exemption requests, including the reasons for the exemption, its approval or disapproval by the Educational Standards Department and any evidence submitted by the student or obtained by law school in connection therewith. A copy of the record will be included with any certificate submitted to the Committee in proof of the student's law study.

## Student Participation in externship, clinical, law review and similar programs

SFIU strongly encourages Students to participate in Externships, Clinical, Law Review and Similar Programs. The time spent in such studies or activities may be included as satisfying the hours requirements of 864 hours of preparation and study a year for four (4) years under the condition that:

A. The credit allowed must commensurate with the time and effort expended by, and the educational benefits to, the participating student;

- B. The studies or activities must be approved in advance;
- C. A member of the faculty must supervise and periodically review each student's participation, to ensure that the educational objectives are achieved; and
- D. The amount of credit may not exceed forty (40) percent of the hourly requirement for any year or more than ten (10) percent of the total hours required for graduation.

The Registrar of SFIU will maintain a record for each student participating in Externships, Clinical, Law Review and Similar Programs. The record will include the educational objectives, the number of hours spent by the student participating in the activity, the amount of academic credit authorized, the name of the faculty member who conducted or reviewed the activity, the name, address, telephone number, and qualifications of each person not on the faculty who directly supervised the student participating in the activity, the methods used to evaluate student performance, and all other records related to Externships, Clinical, Law Review and Similar Programs.

## Policy on Admissions

Unlike in tradition format schools, SFIU admission process can be started at any time as SFIU accepts students on a rolling basis.

An applicant for admission must:

- Have completed at least two years of college work or demonstrated equivalent in accordance with Rule 4.25(A) of the Admission Rules and Section 6060(c)(1) of the California Business and Professional Code. More information can be found at [www.calbar.ca.gov](http://www.calbar.ca.gov) Students should note that although there is no prescribed pre-law undergraduate course of study, students should consider courses that HELP cultivate critical skills needed for success in law study and practice.
- Submit a mission Statement
- Submit character references from two (2) individuals that are not related and that can attest for the applicant's good moral fitness.
- Fill out an Application for Admission
- Pay the application fee of \$ 99 (Non-refundable). Application fee can be paid by credit card, bank deposit or wire transfer.

In addition to that, International Applicants are required to:

- Have their foreign degrees evaluated either by World Educational Services Inc. or another similar evaluation agency
- Successfully pass Test of English as Foreign Language or another English proficiency exam.

Applicants who have previously attended another law school must disclose that information on the application for admission as well as whether the Applicant was in good standing at that school. Applicant shall also submit official transcript from that law school.

The SFIU will only accept official transcripts and test scores and it is the Student's responsibility to ensure receipt of these

requirements. All the materials for admission may be either mailed to San Francisco International University College of Law, 400 Oyster Point Plaza Ste. 422, South San Francisco, CA 94080 or emailed to [admissions@sfiulaw.com](mailto:admissions@sfiulaw.com).

## College Work

“Two years of college work” means a minimum of sixty semester or ninety quarter units of college credit:

- A. Equivalent to at least half that required for a bachelor's degree from a college or university that has degree-granting authority from the state in which it is located; and
- B. Completed with a grade average adequate for graduation.

An official transcript showing a bachelor's degree from a qualified institution or, if no bachelor's degree has been earned, official transcripts of all prelaw studies, and transcripts of any graduate studies must be submitted for all applicants, whether the applicant intends to meet the academic qualifications through college work or through demonstrated equivalent intellectual achievement (CLEP). Transcripts should be sent directly from the issuing institution.

Foreign Applicants may also meet the pre-legal education requirement by using credits from a foreign institution evaluated by an World Educational Services Inc. or another organization approved by the State Bar of California.

Applicants should be advised that as an alternative to “two years of college work”,

student might also take College-Level Examination Program (CLEP).

## College-Level Examination Program (CLEP)

Applicants who have not completed at least two years of college work in accordance with Rule 4.25(A) of the Admissions Rules and Section 6060(c)(1) of the California Business and Professions Code may satisfy the general education requirements that must be completed prior to beginning law study by attaining a score of 50 or higher on the following College-Level Examination Program (CLEP) examinations, which are administered by the College Board:

1. Under Composition and Literature category:

- College Composition

(Note: For OBCL requirements, do not complete the similarly named “College Composition Modular” exam, this is a separate exam that will not satisfy the school’s application requirements.)

2. Two other examinations, each designed to correspond to full-year courses (6 semester hours each\*) or four other examinations, each designed to correspond to semester courses (3 semester hours each\*) that can be selected from any of the following subjects:

- Composition and Literature (College Composition & Humanities examination only)
- Foreign Languages
- History and Social Sciences
- Science and Mathematics
- Business

Applicants must register to take the CLEP examinations directly with the College Board and request that score reports be submitted to the Admission Department of SFIU.

The College Board

P. O. Box 6600

Princeton, NJ 08541-6600

1-800-257-9558

LSAT: Applicants for J.D. Program at San Francisco International University College of Law are not required to take Law School Admission Test (LSAT). Despite of that, the Committee of Bar Examiners requires each applicant for California Bar Exam to have LSAC number. It can be obtained at [www.lsac.org](http://www.lsac.org).

SFIU will not permit a person to enroll or attend classes for more than forty-five (45) days after the beginning of the term, unless SFIU has official transcripts showing eligibility for admission under § 6060(c)(1) of the California Business and Professions Code and Rule VII, Section 1 of the Rules Regulating Admission to Practice Law in California or an official certification that the student had passed the equivalency examination required by § 6060(c)(2) of the California and Professions Code and Rule VII, Section 1 of the Rules Regulating Admission to Practice Law in California at the time the student is admitted.

## Admission as a Regular Student

An applicant who has a bachelor's degree from an institution approved by the Committee is admissible as a Regular Student. An applicant who does not have a bachelor's degree, but who has completed at least one-half of the work



required for a bachelor's degree at a college or university approved by the Committee, is admissible as a Regular Student. If the law school does not receive official transcripts establishing Regular Student status within forty-five (45) days after the term begins, the student must be reclassified as a Special Student, if admissible as a Special Student, or the student must be immediately disqualified as a student in the law school's J.D. degree program

### Admission as a Special Student

An applicant whose pre-law studies do not satisfy the requirements of Guideline 5.32 must be classified as a Special Student. Admission of Special Students must be limited. An applicant may not be admitted as a Special Student unless he or she has satisfied the examination requirements (currently the College Level Equivalency Program examination) of § 6060(c) (2) of the California Business and Professions Code and Rule VII, Section 1 of the Rules Regulating Admission to Practice Law in California.

### Admission of Applicants Previously Disqualified for Academic Reasons

Applicants previously disqualified for academic reasons may be granted admission when there is an affirmative showing by the applicant that he or she possesses the requisite ability for the study of law. Such a showing may be made:

(A) At any time, if the applicant presents credible evidence that the prior disqualification was not caused by the applicant's lack of capacity for the study of law, but resulted from a traumatic event or serious hardship that prohibited the applicant from performing at her or his normal level; or

(B) After at least two (2) years have elapsed since the disqualification, if the applicant demonstrates that work, study, or other experience during the interim has resulted in a stronger potential for law study than the applicant exhibited at the time he or she was previously disqualified for academic reasons.

In each case, the Dean or admissions officer must sign and place in the applicant's file a statement of the reasons for admitting the applicant.

### Awarding of Transfer Credit

The law school may award transfer credit to an applicant, subject to the following limitations:

(A) No credit may be granted unless the requirements of § 6060(h) of the California Business and Professions Code have been met, that is, unless the applicant has passed the First-Year Law Students' Examination or became exempt while attending an accredited law school. To be exempt from the examination, the student must have successfully completed the first year at the accredited law school and have been advanced to the second year by the same law school.

(B) Credit should ordinarily be granted for whole courses completed not more than twenty-seven (27) months prior to the date the applicant begins study at the SFIU. This time limitation does not apply to students who have passed the First-Year Law Students' Examination. In some instances, such as illness, personal tragedy or military service, it may be appropriate to permit credit for studies completed more than twenty-seven (27) months prior to admission. The Dean must approve any exception and an explanation must be placed in the student's file.

(C) For students who were disqualified for academic reasons at the prior law school, credit should be granted only for courses in which the applicant received a grade above passing. For students who were in good standing at the prior law school, credit may be granted for all passing grades. For all applicants who have passed the First-Year Law Students' Examination, credit may be allowed in Torts, Contracts, and Criminal Law, even if the grades at the prior law school were not above passing.

(D) The SFIU may not grant credit for a course completed at the prior law school in excess of the number of units the admitting law school would award for a course with the same number of classroom or participatory hours.

(E) The SFIU should be satisfied that the subject matter of, and the quality of the applicant's performance in, the courses for which credit is allowed, were substantially the same as that for like courses and grades in the SFIU.

(F) SFIU reserves right not to grant any credit allowable under Guideline 5.35(B).

San Francisco International University College of Law has not entered into a transfer or articulation agreement with any other college or university.

### Admission as Visitor, Auditor or Non-J.D. Degree Candidate

An individual may be permitted to enroll at SFIU as a visitor, auditor, or non-J.D. degree candidate in a limited number of courses without complying with the SFIU's J.D. degree program admissions requirements, provided that

they can demonstrate that they have the ability and knowledge to benefit from the course(s) and will not be detrimental to those regularly enrolled students.

### Auditing Courses at SFIU

Any Student interested in auditing SFIU course must submit a written request form to the Office of the Registrar. The form requires the signature of the instructor of the course. If it is determined that space is available in the course, the student will be notified that s/he may attend the course and following such notification will be able to obtain materials for the course from the Law School's Digital Blackboard and access the course website.

Materials and access to the website are not available to visitors, auditors and Non-J.D. degree candidates until after formal notification of admission to the course. The audited course will not appear on the transcript.

Students registered in the University will not be charged an audit fee for auditing.

For all others, the non-refundable audit fee is USD \$1,500 per JD course.

### Visiting Status at the San Francisco International University College of Law

A student enrolled in an ABA-approved law or law school registered with the Committee of Bar Examiners may request permission to enroll in SFIU courses as a visiting student. Submitting the request is a two-step process. First, the student must arrange for the registrar at his or her current institution to submit a letter of good standing and official transcript to the SFIU.

Second, the Student must submit a written request for visiting status to the Office of the Registrar. The request should include the academic term(s) for proposed enrollment, the name of the course(s) desired, and reasons for requesting visiting status.

If the Registrar approves the request for visiting student status, the Student must comply with registration and tuition and fee requirements before enrollment in any JD course. The Student must abide by all applicable School of Law regulations and standards regarding student conduct, attendance, examinations, work load, and the like. Visiting Students are not eligible to receive a degree from SFIU. Participation in particular course is subject to space availability. Visiting Students will pay a non-refundable audit fee is USD \$1,500 per J.D. course.

## Admission as Non-J.D. Degree

### Candidate

SFIU currently does not offer any Professional Law degrees in addition to Juris Doctor Degree.

## Access to Online Library

SFIU provides all Students with access to online library provided by Lexis-Nexis. Students obtain access to online library within seven (7) days of being admitted and paying the tuition. Students have access to online library at any time.

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