GUIDE TO THE
Third Year
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I. Introduction

This Guide to the Third Year has been prepared by the Dean’s Office to provide information you may find useful in preparing for your third year and beyond. We welcome your comments on the Guide and any suggestions for future revisions. We hope that this Guide provides helpful information to you so that you may make good use of available opportunities at Richmond Law.

II. Academic Planning for Your Third Year

A. Coursework

As you move into your third year, it is a good idea to confirm that you have met all your course requirements and are on track to graduate.

1. Graduation Requirements

- You must earn 87 credit hours to receive the JD degree. No more than 12 of these credits may be earned in clinical courses, unless a student participates in the D.C. Externship program, in which case the cap is increased to 19 credits. No more than four credits may be earned as a research assistant.
- You must earn a passing grade in each of the courses required in the first year of law school (i.e. Civil Procedure, Contracts, Constitutional Law, Criminal Law, Property, Legislation and Regulation, Torts, Law Skills I and II).
- Professional Responsibility
- Trial Advocacy
- Writing in Practicum may be satisfied by any of the courses designated by the Registrar as satisfying Writing in Practicum including: Appellate Advocacy, Contract Drafting, Corporate Fraud & Litigation, Environmental Lawyering, and Pre-Trial Litigation Skills, among many other courses.
- Upper Level Writing Requirement (ULWR) may be satisfied in one of two ways:
  - ULWR Seminars—Seminars that fulfill the ULWR provide an opportunity to work closely with a faculty member in a limited enrollment class, receive extensive feedback on their writing, and ultimately submit an extensive paper of scholarly quality. Courses that satisfy the ULWR are designated as such in the course schedule and in the list of course descriptions.
  - Independent Research—Students may also fulfill the ULWR by undertaking a two- or three-credit Independent Research course. The course entails independent research under the supervision of a full-time faculty member, resulting in an extensive paper on a selected topic. The topic must be approved in writing by the instructor under whose supervision the research is conducted. There is a limit of three credit hours total permitted for
Independent Research projects. Registration for Independent Research must be done through the Dean’s Office, with prior permission from both the supervising faculty member and the Associate Dean for Academic Affairs.

- At the completion of all other degree requirements, a student must have a minimum GPA of 2.20 in law school course work for the JD degree to be conferred.

For more information see, click here.

2. **Course Audits**

You can conduct a course audit by going to GradTracker (located in BannerWeb under Student Services tab). GradTracker allows students to review course history, check progress toward graduation, and plan future courses. Any transfer work or grade changes that have not been formally submitted and accepted will not appear on your audit.

3. **Third-Year Practice Certification**

After completing 56 credit hours, you may obtain a Third-Year Practice Certificate which allows you to appear before local courts and administrative agencies under the supervision of a licensed attorney. You may be required to get a Third-Year Practice Certificate for a clinic or clinical placement. Even if you aren’t required to get one, you may want to secure one before you graduate because you may be able to use it after graduation.

The certificate remains in effect for 18 months after it is filed with the Executive Director of the Virginia State Bar or until the announcements of results of the first bar exam following the student’s graduation, whichever date is earlier. More information can be found here.

To obtain the Third-Year Practice Certificate, please notify the Law School Registrar/Assistant to the Dean that you believe you have met the required criteria. You need to have earned 56 credit hours and have taken a procedure course: Virginia Procedure (Civil or Criminal), Evidence, Criminal Law and Professional Responsibility. They will prepare the request letter for the Virginia Bar and notify you when the certificate has been received. If you need a Third-Year Practice Certificate from another state, please submit the necessary documents the Dean’s Office.

4. **Course Selection for Your Third Year**

The Registrar’s Office will publish the 2020-21 upper class course schedule in early April. Registration for rising Third Year students for Fall 2021 will begin on April 14, 2020. We
urge you to spend the week before registration thinking broadly about the course selection for your third year. You should plan to set aside time to review the course offerings for next year and to meet with an academic advisor to discuss your curriculum interests, including how to draw connections between your academic interests and your career goals.

There are a number of tools you will want to explore when reviewing the 2020-21 course schedule. Richmond Law’s online catalog contains a full list of courses and course descriptions for the upper level curriculum. It also contains suggested Courses of Study in 13 popular areas of practice along with brief essays describing Richmond Law’s curriculum in those fields of study. In addition, you will find a listing of courses, seminars, and clinical opportunities associated with each field of study and, in many areas, a recommended sequence of courses.

B. Disability Services

You can request disability accommodations at any time during your law school career, even if you never received accommodations in the past. Academic accommodations can be made for various disabilities including medical, learning, physical, and psychological disabilities. The Associate Dean of Students is the Law School’s Disability Coordinator and is available to answer any questions. Additionally, there are several disability specialists housed within the University’s Counseling and Psychological Services (CAPS) who are available for consultation should you suspect that you have a disability. They can provide counseling as well as referrals for appropriate testing, if warranted. CAPS can be reached at (804) 289-8119, or visit their offices in Sarah Brunet Hall.

C. Clinics

The University of Richmond offers two types of clinical experiences: in-house clinics and the Clinical Placement Program (CPP). The in-house clinics are taught by full-time faculty members who supervise students working on cases and clinic members. The in-house clinics operate like a boutique law firm situated within the law school. In the CPP, which is directed by a full-time faculty member, students are placed with practicing lawyers and judges in the community who serve as field supervisors.

1. In-House Clinics

The Law School offers graded in-house clinical opportunities. All in-house clinics have weekly classroom components, and all require at least weekly meetings with the faculty member who is the supervising attorney. Approximately 56 students can participate per year in these clinical experiences that range from two- to six-credit hours per semester. All clinics provide semester-long experiences. While all in-house clinics accept second-
year students, preference in enrollment is given to those in their third year. In addition, students who have met the requirements for a Third-year Practice Certificate have greater opportunities in those clinics where courtroom experience is highlighted. To learn more about our clinic offerings, click here.

2. **Clinical Placement Program (CPP)**

In the CPP, students are assigned to work with trial and appellate judges; state and federal prosecutors; public defenders; lawyers working in the areas of civil litigation, public policy, regulatory law, and legislative advocacy; and in-house counsel for national and international corporations (spring semester only).

3. **London Clinical Placement Program**

A five-week summer London Clinical Placement Program is also offered for rising second- and third-year law students. It is designed to help students integrate legal theory with practice and to provide them with the opportunity to compare different legal systems.

4. **D.C. Externship**

This program combines a supervised externship (field placement) of 500 hours over the course of the fall semester in a federal agency or nonprofit organization in Washington, D.C. with a weekly seminar. Open to third-year students only who apply during their second year.

### III. Finances

Detailed information regarding financial aid for can be found online here.

**Scholarships**

If you received a scholarship your first year, you will continue to receive it in subsequent years. Please note that scholarships are available to law students through their sixth term of enrollment (prorated for transfer students), excluding any summer term.

**Loans**

Students must re-apply for loans and Federal Work-Study each year. You will need to submit the following forms:

- Submit the 2020-21 Free Application for Federal Student Aid (FAFSA) at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) by the University’s May 15, 2020 deadline. (The deadline for financial aid for summer 2020 is earlier.)
- Submit the [University of Richmond 2020-21 Academic Year Federal Direct Loan application](#) at least six weeks prior to the start of the fall term.
IV. Career Development

A. Bridge to Practice Fellowships

Created thanks to the generosity of our alumni, Bridge to Practice Fellowships provide a four-month funded fellowship for graduates who intend to pursue careers in the public sector. The fellowship creators recognize that government and public interest organizations typically cannot hire new attorneys before they have been admitted to the bar. However, in Virginia and many other states, graduates have to wait several months before bar results are released. Bridge to Practice Fellowships allow graduates to take an unpaid position and gain critical experience and contacts. Bridge to Practice Fellowships pay $2,000 per month for a maximum of four months. Applications are typically due in late January.

B. Career Advising and Programming

As you enter your third year of law school, the Career Development Office (CDO) will continue to partner with you to refine and achieve your career and professional development goals. During the summer before your third year, you should reassess these goals and make an appointment to meet with your career advisor to discuss them. Your advisor can help you incorporate what you have learned throughout your second year of school and second summer experience into your search strategy.

Richmond Law graduates secure post-graduate positions with support from the CDO through various means. Some post-graduate positions result from offers made following a student’s second-year summer experience. If you are spending your second summer with a large law firm, the firm may make offers for entry-level attorney positions during the late summer or early fall of your third year. A small number of third-year students secure post-graduate positions through on-campus recruiting, as opportunities for third years during these programs are limited. Some third years secure positions though applications via Symplicity or other job posting websites. Most find jobs through relationship-building efforts. Your career advisor will work with you to develop applications to prospective employers of all types.

Here are a few things about the timing of the employment search process to consider: During your third year, you will need to finalize your decision about where you will take the bar exam. You must make this decision with your post-graduate plans in mind, even if you have not secured a position yet, as this decision is a signal to prospective employers regarding your interest in their geographic area.

Applications for Virginia circuit court clerkships will begin during the spring semester of your 2L year and continue throughout fall semester of your 3L year. While most federal judges will have completed their hiring, some unexpected opportunities may arise. See the CDO’s judicial clerkship advisor for more information.
Applications for some federal government agencies and post-graduate public interest fellowships should be submitted during the late summer and fall semester of your third year. Many other employers hire on an “as-needed” basis, which means they will hire for the following fall only when they determine their workload is sufficient to require additional staff. For some positions, this may mean hiring will occur after bar examination results are released.

C. Reporting Employment Information

We will report your post-graduate plans, in the aggregate, to the American Bar Association (ABA), our accrediting agency; *U.S. News and World Reports*, who includes employment information as a major factor in its annual rankings; and the National Association for Law Placement (NALP). NALP is an organization for legal recruiters and law school career services professionals that compiles and analyzes employment outcomes for law graduates. In accordance with current reporting methodology, graduates whose status is unknown are counted as unemployed for rankings purposes. Furthermore, in addition to impacting the reputation and annual rankings of the law school, information about graduate employment prospects is of significant interest to current and prospective students. In addition to reporting your employment status at graduation, we are also required to report your status at 10-months following graduation.

When you secure post-graduate employment, please report this information to the CDO. Knowing who already has secured employment and with which employers will allow us to focus our efforts on those students needing our assistance and better plan our employer outreach efforts. During the spring semester of your third year, we will request details regarding your post-graduate plans through completion of the Graduate Survey during an Exit Interview before graduation. Our alumni advisor will reach out to you on a regular basis for the first year following your graduation from the law school. She also provides experienced alumni career services.

V. Graduation

A. Graduation Application

During your final year, the University will require that you submit an application to graduate via the Graduate Degree Application. Graduation applications are due by the September 18, 2020 for May graduates. Please contact the Registrar’s Office if you have any questions. For the form, *click here*.

B. Regalia Distribution

In January 2021, you will order your regalia online. An email will go out with instructions during the fall semester. Reminders will be posted in *The Docket*. Regalia will be distributed by the Career Development Office during April.
You will receive your doctoral hood just before you receive your diploma at the graduation ceremony. Honor Cords will be distributed by student organizations.

C. Graduating in Absentia

Next year’s commencement ceremony is scheduled for May 8, 2021 at 2 p.m. If circumstances prevent your attendance, you must submit a request to graduate in absentia with the Registrar’s Office prior to the ceremony.

D. Graduating with Honors

At the end of law school study, students who attain in the range of the following cumulative grade point averages are eligible to graduate with the designated honors: 3.80 to 4.00, summa cum laude; 3.60 to 3.79, magna cum laude; 3.40 to 3.59, cum laude.

E. Order of the Coif

Students who achieve a class rank in the top ten percent of the graduating class and who have completed at least 75% of coursework at the University of Richmond School of Law will be offered membership to the University of Richmond School of Law Order of the Coif. Certificates will be distributed after final grades have been submitted.

F. The Ceremony

The Law School holds one graduation ceremony each year in May. Next year’s ceremony is scheduled for Saturday, May 8, 2021. Both December and May graduates participate in this ceremony. Prior to the start of the event at 2 p.m., we ask that all graduating students arrive early for a class photo. There is no limit on the number of guests you can bring with you and no tickets are required. In the spring, you will receive several emails providing graduation information as well as a link to the commencement website.

VI. The Bar Exam

For a comprehensive discussion of topics related to admission to the bar, please see the University of Richmond Bar Information Handbook, online here.

A. Which Bar Exam Should You Take?

For most legal jobs, the attorney must be licensed in the state in which he/she is practicing law. Thus, if you have accepted a job requiring admission to the bar, you naturally will sit for the bar exam in the state in which you will be practicing. If you will be clerking for a judge or working for
the federal government, you may not be required to take the bar exam in the state in which you are working initially. Please discuss this issue with your employer.

If you have a job that does not require admission in a particular jurisdiction, or if you have not yet secured employment, you should think carefully about where you would like to take the bar. Consider where you would like to have a career and live long-term, as well as where you feel like you have the best prospects for finding employment. This decision is a very personal one and is very much dependent on your individual circumstances, and accordingly, we strongly recommend that you meet with Professor Emmy Reeves and/or an advisor in the Career Development Office. Nevertheless, some suggestions apply universally:

• Taking the bar exam is a very significant undertaking, in terms of time, money, and energy. Therefore, while it is certainly possible to take multiple bar exams during successive administrations, we recommend that you give considerable thought to where you would like to live and practice and minimize the likelihood that you will have to take several bar exams. If, for example, you truly want to live in another state long-term, avoid the temptation to take the Virginia bar exam simply because you are already here. Additionally, if you have registered for a bar review course in particular state, it may be possible to transfer your registration to another state.

• As of March 2020, 38 jurisdictions, including New York, Washington D.C., Maryland, and North Carolina, have adopted the Uniform Bar Exam (UBE). All UBE jurisdictions accept transferred scores from other UBE jurisdictions. If you take the bar exam in a UBE jurisdiction, you may be able to be admitted in another UBE jurisdiction without taking the bar exam again. Please see the National Conference of Bar Examiners’ website, and the National Conference of Bar Examiners’ Comprehensive Guide to Bar Admissions Requirements, available online here.

• For non-UBE jurisdictions, check the reciprocity rules for states in which you are interested. Although each state has different rules, many states allow an attorney who passed the bar in another state to “waive in,” as referred to as admission on motion, without taking another bar exam. Most jurisdictions require an attorney to have practiced law for a period of time, most commonly five years, before she/he is eligible to waive in. Not all states, however, share reciprocity, and a few states, such as Florida, have no procedure for admission on motion. If you want to practice law in one of those states, you must pass its bar exam. To research admission on motion requirements in particular jurisdictions, you should start by reviewing the National Conference of Bar Examiners’ Comprehensive Guide to the Bar. Admissions Requirements, available online here.

Also check the state bar’s admission authority’s detailed requirements, which are generally available on their websites.
B. Bar Admission Requirements

Most jurisdictions require the following for admission to the bar:

- Character and Fitness Investigation,
- Bar Examination
- Multistate Professional Responsibility Exam (MPRE)

Certain state bar associations have additional conditions or requirements that must be met before you are eligible for admission to the State’s Bar. For example, all applicants for admission by examination to the New York Bar must meet a pro bono requirement and a skills competency and professional values requirement. Even if you are not sure where you will practice, it is a good idea to familiarize yourself with various requirements.

For a more detailed discussion of the requirements for admission to the bar and planning during your third year, please see the University of Richmond Bar Admission Handbook online here.

1. New York Requirements

If you are planning to take the New York bar exam, all applicants for admission by examination to the New York Bar must meet a pro bono requirement and a skills competency and professional values requirement.

- Pro Bono Requirement
  All applicants for admission by examination to the New York Bar must perform 50 hours of law related pro bono service prior to filing their application.
  If you are planning to take the New York bar exam, we encourage you to learn more about this requirement, and the qualifying work that satisfies it, visit here.

  You may also contact Professor Tara Casey, Director of the Carrico Center for Pro Bono Service, to discuss the rule in more detail.

- Skills Competency and Professional Values Requirement
  Applicants seeking admission in New York must establish that they have acquired skills and professional values necessary to competently practice law. There are several possible ways to satisfy this requirement, including (1) earning 15 credits - up to 6 of which can be earned in law school certified non-credit-bearing summer employment programs - of practice-based experiential coursework designed to foster professional competency training, (2) completion of a six-month post-graduate apprenticeship and (3) authorization to practice law in another U.S. jurisdiction or a country outside the United States and practice in that jurisdiction full-time for one year, or part-time for two years.
For more information on the skills competency and professional values requirement, click here. You may also contact Professor Emmy Reeves to discuss this requirement.

C. Filing Deadlines

The bar examination is administered twice per year in February and July. You must register in advance to take the Bar Exam.

Registration, or filing, deadlines vary significantly between different states. The first step in the bar admission process is to check the filing deadlines for the state(s) in which you are interested in being licensed to practice law. Some states have a single filing deadline, and other states have both an early and a late filing deadline, typically associated with an increased filing fee. Please note that a few states have surprisingly early absolute deadlines and some states, such as California, strongly encourage filing as early as possible.

To look up filing deadlines in other jurisdictions, check your state’s bar examining authority’s website. The website of the National Conference of Bar Examiners (NBBC), provides links to all jurisdictions’ individual websites. From there, click on Bar Admission Services, then under Bar Admissions Offices, select your jurisdiction. You can also find links to all states’ bar examining authority website.

Please pay careful attention to the jurisdiction’s rules regarding timely filing. In Virginia, for example, the application generally must be actually received by the filing deadline, with a few narrowly defined and strictly enforced exceptions.

D. Multistate Professional Responsibility Exam (MPRE)

The Multistate Professional Responsibility Exam (MPRE) is intended to measure the examinee’s knowledge and understanding of established standards related to a lawyer’s professional conduct. The MPRE consists of 60 multiple-choice questions, and the exam is two hours. For more detailed information, visit the MPRE website.

Nearly all jurisdictions require applicants to achieve a passing score on the MPRE, although the passing score varies in different jurisdictions.

The MPRE is separately administered from the bar examination and it is offered three times per year (in March, August and November). You may register for the MPRE on line by following a link from the National Conference of Bar Examiners’ website.

Most jurisdictions allow students to take the MPRE during the second year of law school. Virginia requires applicants to pass the MPRE within two years of passing the Virginia bar exam.
You do not need to take the MPRE in the state where you will take the bar exam. That allows you to take it in Virginia for convenience, even if you are planning to take another state’s bar exam.

**Accommodations on the MPRE:** The procedures for applying to testing accommodations on the MPRE have recently changed. Candidates must apply for accommodations prior to registering for the MPRE. **Applicants are strongly advised request accommodations well in advance of their preferred MPRE test administration, and preferably by the Recommended Submission Date for that administration.** The Recommended Submission Dates are as follows:

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<th>Test Administration</th>
<th>Recommended submission date to apply for accommodations</th>
<th>Registration Deadline Fee: $135</th>
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<tr>
<td>August 11 or 12, 2020</td>
<td>May 14, 2020</td>
<td>June 25, 2020</td>
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<td>October 23 or 28, 2020</td>
<td>July 30, 2020</td>
<td>September 14, 2020</td>
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<tr>
<td>mid-March, 2021*</td>
<td>mid-December, 2021</td>
<td>mid-February, 2021</td>
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* As of publication of this Guide, the March, 2021 MPRE dates have not yet been announced.

**E. Character and Fitness Investigation**

The Character and Fitness Questionnaire typically is lengthy and very time consuming to fill out. Additionally, you may need to track down information that you do not already have. Accordingly, we recommend beginning the process of completing your Character and Fitness forms at least several weeks before they are due. For more detailed information about the types of information required to complete character and fitness forms, please see the Bar Information Handbook.

It is extremely important to answer all character and fitness questions completely and honestly. The Virginia bar examiners give the following instruction on the Character and Fitness Questionnaire:

- You must answer each question on this questionnaire fully and truthfully. Any omission, untruthful answer, or incomplete answer may result in your being denied the privilege of
taking the Virginia Bar Examination and practicing law in Virginia.

Failure to disclose relevant information may have more detrimental consequences than would have resulted from proper disclosure of the underlying matter. Applicants must also be certain to update character and fitness information, if additional relevant events occur after filing.

Additionally, as part of the character and fitness investigation, the bar examiners will, among other things, review your law school application. If there is a possibility that you failed to disclose any misconduct on your application, please contact the Admissions Office at your earliest convenience to amend your application. You are also required to keep the law school informed of any misconduct during your tenure as a law student.

Character and Fitness Questionnaires will seek financial information and inquire into your credit history, and “neglect of financial responsibilities” is another factor to consider by bar admissions authorities as cause for further investigation. Nearly all law students have debt and simply having debt is not a cause for concern; however, unpaid and overdue debts are.

As noted above, the character and fitness committee will carefully consider positive conduct, or “rehabilitation,” of an applicant. Thus, if you have reason to be concerned about past conduct or incidents, please meet with Dean Sklut at your earliest convenience to discuss ways to demonstrate rehabilitation to the authority when it is time for you to apply to the bar.

In short, it is essential to remember that your conduct during law school can significantly impact – both positively or negatively – your Character and Fitness investigation. Again, criminal activity, academic misconduct, and employment misconduct, particularly when such conduct occurs close in time to your bar application (e.g. during law school), could prevent or delay your admission to the bar. And while serious criminal conduct naturally may jeopardize your admission to the bar, please note that bar examiners have also investigated applicants for more minor infractions, such as speeding tickets. Finally, pay careful attention to your finances during law school, and be sure to pay debts as they come due.

F. State Bar Examiner Visit

In late March or early April, a member of the Virginia Board of Bar Examiners will come to the law school to discuss the bar exam, including how it is graded and strategies for effectively answering bar exam questions. Please be sure to attend this very useful program. Details of this visit will be posted in on the calendar of events and The Docket.
G. Bar Exam Preparation

1. Law School Offerings

The law school offers a non-credit course, the Supplemental Bar Preparation Course, during the spring semester that is designed to give you a head start reviewing the substantive material tested on the bar exam (e.g. Real Property, Contracts, Sales, etc.) and to strengthen your test-taking skills for multiple choice and essay questions. This course is open to all third-year students and is provided at no extra charge. You will receive more detailed information about the program in the late fall.

The law school also recently began offering two for-credit courses that are specifically designed to prepare graduates for the bar exam: Selected Topics in Virginia Law and Core Legal Concepts.

The law school also provides individual tutoring and counseling for all graduates preparing for the February or July bar exam, also at no extra charge.

To maximize your chances of passing the bar exam on your first attempt, we urge you to take advantage of the bar preparation programs offered by the law school.

2. Commercial Bar Review Courses

The law school’s bar preparation programs are intended to supplement a traditional, commercial bar review course, and most law school graduates take such a course in preparation for the bar exam. These programs do not replace any commercial bar review course.

Currently, BARBRI, Themis, and Kaplan offer comprehensive courses for Virginia. Additionally, there are other courses serving other jurisdictions. The law school does not endorse any particular bar review course. We strongly recommend that you thoroughly research each company's product and consider which program would fit best with your strengths and weaknesses and your study habits. Please be aware that the bar preparation period is long and the workload is extremely heavy. Among other things, you should consider the amount of structure, accountability, and feedback offered by the various courses. The best bar review course may depend on your study habits.

1. Financial Preparedness

It is wise to begin making financial plans for your bar preparation period now. Although some employers will pay bar exam expenses, many do not. Here are some of the expenses you should anticipate:
- Registration for the bar exam. This expense varies significantly between jurisdictions. The fee to register for the bar exam in Virginia is $950.
- Commercial bar review course. You should anticipate spending $2,000-$3,000 for a commercial bar review course.
- Living expenses while you study for the bar.

We recommend that students prepare for the bar exam full time for the entire period from graduation until the bar exam (either the end of July or the end of February) if at all possible. Consider saving a modest amount from loan distributions during law school and/or from part-time employment and summer jobs during law school. Also, bar preparation loans are available from commercial lenders. Contact the financial aid office for more information.

2. Requesting Accommodations

Students who receive accommodations though the disability services office should seriously consider applying for testing accommodations on the MPRE and the bar examination. Typically, the deadline to apply for accommodations is early, so check into what forms and documentation are required as early as possible.

Requesting accommodations on the MPRE and bar examination can be a lengthy process. Some jurisdictions require that the applicant’s disability testing be recent (i.e. within the last five years), which means some applicants must be re-tested prior to application.

Please see the section above entitled “Accommodations on the MPRE,” and for more information on requesting accommodations on the MPRE and bar examination contact the Associate Dean of Students.

VII. Internal Communications

The best way to find out what is happening around the School is to consult *The Docket*, distributed every Thursday morning and Sunday evening. You’re also invited to connect with Law School on Facebook, Instagram, and Twitter.

There is an online master calendar which is an all-encompassing list of events taking place in the law school. Please use this as a resource when planning your schedule. Student organizations can request that an event be added to the calendar and *The Docket*. You’ll also find a list of each day’s events in the screen in the front atrium.
VIII. Honor Code

The Law School honor system is run entirely by students. The Honor Council adjudicates claims of academic misconduct under the Law School Honor Code. The Grievance Committee is responsible for investigating and prosecuting Honor Court cases. Members of the Student Advocate Corps are available to provide a defense for the accused student. If a claim of misconduct goes to trial, the Honor Court determines guilt or innocence and, in the event of a guilty verdict, imposes sanctions pursuant to the Code. Justices of the Honor Court, along with members of the Grievance Committee and the Student Advocate Corps are elected by the student body. In the event an accused goes to trial, the Justices serve as impartial jurors in the process. A copy of the Honor Code can be found in the Law School Catalog. Students are bound by the Law School’s Honor Code by virtue of their matriculation at the Law School.

IX. Standards of Conduct

Law students are governed by the Law School Honor Code as well as the University’s Standards of Conduct. The purpose of the Standards of Conduct is to help ensure an environment that is most conducive to academic learning. The Standards define the rights, freedoms, and responsibilities regarding conduct of individuals and groups that make up the student academic community, and to identify those standards of conduct the University of Richmond deems essential for fulfilling its educational mission and its community life. The Standards govern the conduct of students and their guests on the campus of the University of Richmond or at University-sponsored activities and functions. The full text of the Standards of Conduct along with the consequent disciplinary procedures can be found in the Law School Catalog.

X. Sexual Misconduct Policy

Sexual misconduct is prohibited at the University of Richmond. Sexual misconduct is a broad range of behavior that includes, but is not limited to, non-consensual sexual intercourse, non-consensual sexual contact, sexual exploitation, sexual harassment, and stalking.

The University of Richmond sexual misconduct policy applies to sexual misconduct complaints involving applicants for admission, or students aggrieved by third parties such as contractors or vendors serving the University.

A. Sexual Assault Reporting

The University of Richmond strongly supports and encourages prompt reporting of sexual misconduct. Reporting provides resources to survivors and contributes to keeping the campus safe.

If you or someone you know has experienced sexual misconduct, you should report incident(s) to the University's Title IX Coordinator and to the University Police Department. Instances of
sexual misconduct may violate both the University's sexual misconduct policy and the law.

Unless designated as a confidential resource, all University employees are required to report incidents of possible sexual misconduct to the Title IX Coordinators and those employees designated as Campus Security Authorities must also report to the University Police.

XI. Bias Activity Reporting

The University of Richmond is committed to being a diverse and inclusive community, strengthened intellectually and socially by the range of knowledge, opinion, belief, political perspective and background of its members, whether of race, ethnicity, gender, sexual orientation, gender expression, gender identity, ability status, age, religious, economic or geographic origin.

Because bias activity has the potential to adversely affect the members of the University community and to undermine the climate of civility and respect necessary to achieve and maintain a diverse and inclusive community, the University has developed a protocol designed to supplement existing University policies and procedures and to coordinate University resources in response to complaints of bias activity. You can learn more at the Common Ground office on campus.

As used in this protocol, the term 'bias activity' includes the following:

A. Bias/Hate Crimes

Defined as any criminal offense or attempted criminal offense that one could reasonably conclude is motivated, in whole or in part, by the alleged offender's bias against an individual's actual or perceived age, ancestry or ethnicity, color, creed, disability, gender, immigration or citizenship status, marital status, national origin, race, religion, religious practice or sexual orientation.

B. Discrimination

Defined as a violation of the University's Harassment and Discrimination Policy, other applicable University policies and procedures and/or applicable anti-discrimination laws.

C. Bias Incident

Defined as acts that do not appear to constitute a crime or actionable discrimination, but which may intimidate, mock, degrade, or threaten, individuals or groups and which one could reasonably conclude targets a member or group within the University community because of that individual or group's actual or perceived age, ancestry or ethnicity, color, creed, disability, gender, gender identity or expression, immigration or citizenship status, marital status, national origin, race, religion, religious practice or sexual orientation.
D. **Report a Bias/Hate Crime**

Students, faculty, and staff who are victims of or who witness activity that is or could reasonably be considered a bias/hate crime, including but not limited to assaults, attempted assaults, destruction or damage to property or defacement of property should report such activity immediately to University Police anonymously or using the [URPD Silent Witness reporting webpage](https://www.urdp.org/). Where appropriate, the University Police will notify the Bias Resource Team of reports of bias/hate crimes occurring on campus.

E. **Report Incidents of Discrimination**

Students, faculty, and staff who are subjected to or believe they may be the subject of discrimination prohibited by University policies or applicable laws or who witness potential discrimination should file a complaint in accordance with the University's Harassment and Discrimination Policy. Complaints of discrimination may also be made, informally, to the director of Common Ground, Dr. Glyn Hughes, who shall assist the individual making the complaint in pursuing such complaint through applicable University policies and in accessing available University resources for support and guidance. You may contact Dr. Hughes at ghughes@richmond.edu.

F. **Report a Bias Incident**

Students, faculty, and staff who are the subject of or who witness a Bias Incident may report such incidents to the director of Common Ground, by completing this bias incident reporting form. The Common Ground director will assist individuals making reports in identifying appropriate University resources for support and guidance, and will notify the members of the Bias Resource Team of such reports.

G. **Academic Freedom**

This protocol shall be interpreted and implemented in a manner consistent with the University's commitment to academic freedom, as described in Article III (F) of the Faculty Handbook.

XII. **Resources after Graduation**

A. **4th Year at Wellness Center**

If you had free access to the Weinstein Center prior to graduation, you are eligible for the 4th Year Experience: a free membership to the Weinstein Center for one whole year after graduation. To sign-up, please complete the [fourth-year membership application](https://www.urdp.org/apply) or stop by the Member Services desk at the Weinstein Center to sign-up for yet another benefit of being a University of Richmond graduate.
B. Alumni

The Director of Leadership Giving and the Operations Manager manage the law school’s annual fundraising campaign, third-year class giving program, and 1870 Society for Leadership Giving. The Director of Alumni Relations manages various alumni engagement initiatives, the Reunion program, and the Law School Alumni Board. The Assistant Dean for Law School Development & Alumni Relations works with alumni on significant philanthropic gifts to the law school and manages the Richmond Law Advisory Board.

1. Networking & Alumni Events

The law school offers regular opportunities for alumni to network and socialize with each other:

- Receptions and happy hours (in Richmond and throughout the country)
- Gatherings during bar meetings and conferences
- Reunion Weekend
- Student-Alumni events

Upcoming law alumni events are always available on the law school’s alumni website and sent via mail and/or email. Be sure to keep mailing and email addresses are up to date. Updates can be made through UROnline, through the web form, or by emailing LawAlumni@richmond.edu.

2. Online Alumni Directory, Social Media & Referrals

Law alumni have access to UROnline and the University’s alumni directory, online here. This is also how you register to keep your @richmond.edu email address after you graduate. Use your exiting university credentials (or “single sign on”) to register and get started. Richmond Law also has a presence on LinkedIn. If you did not join the group as a student, be sure to do so. We are also on Twitter (@URLawSchool) and Facebook (facebook.com/URLawSchool). All of these can be great resources if you’re looking for a fellow alum to whom you could refer a case when you do not have a local connection.

3. Annual Giving

Richmond Law depends on the support of its alumni and friends to continue to grow and thrive: to add new and notable scholars and teachers to our faculty, to support the work of our clinics and centers, to expand academic programming and technological advancements, to provide summer grants for public interest work, to provide financial aid to our students, and so much more. We sincerely hope that you will give back to the
law school each year beginning this year with your class gift to support the ongoing success of Richmond Law.

For more information on how to get involved, see what law alumni events are coming up, or learn about alumni benefits, visit the law alumni website.