IMPORTANT NOTE: THIS IS AN UNOFFICIAL GUIDE TO HELP YOU PLAN YOUR 2L AND 3L YEARS. PLEASE REMEMBER TO CHECK WITH STUDENT SERVICES OR REGISTRARION SERVICES TO DETERMINE THAT YOU HAVE FORMALLY SATISFIED THE REQUIREMENTS FOR GRADUATION.

THERE ARE SEVEN (7) BASIC REQUIREMENTS FOR GRADUATION:

1. PASS ALL FIRST YEAR COURSES
2. PASS A COURSE IN PROFESSIONAL RESPONSIBILITY
3. COMPLETE MAJOR WRITING CREDIT
4. COMPLETE MINOR WRITING CREDIT
5. COMPLETE SIX (6) TERMS OF FULL-TIME RESIDENCE AT THE LAW SCHOOL
6. COMPLETE 40 HOURS OF MANDATORY PRO BONO WORK
7. EARN AT LEAST 83 POINTS OF ACADEMIC CREDIT

Although it is relatively straightforward to gauge your progress towards graduation, two requirements in particular require more thought and planning. This worksheet helps you to address those two requirements – completion of the Major Writing Credit and earning at least 83 points of academic credit.

That being said, if at any time along the way you have any questions, we encourage you to contact Anne Green, Joel Kosman or Yadira Ramos-Herbert at Student Services. If you have questions about Mandatory Pro Bono, you should contact Laren Spirer or Matthew Poe at SJI.

CALCULATING HOW MANY POINTS OF ACADEMIC CREDIT YOU HAVE EARNED TOWARD GRADUATION

Part A:

Determine whether you have earned points of credit for any of the following:

- Supervised Research
- Unpaid Research Assistant
- Courses at other schools (e.g., B School, SIPA, NYU, foreign language courses)
- Externships
- Clinics
- Law Journal (Editorial Board and/or Note Publication) or Supervised Work in Advanced Moot Court
- Upper Year Participation in Foundation Moot Court
- Teaching Fellow

If your answer is “Yes,” continue with the next section of Part A

If you have not, your Part B Total is “0”, and you should go to Part C

Subject to the respective maximums, enter the points of credit earned for each of the following:
a. Supervised Research  
(Up to 4 points per year; 3 points per semester)  

b. Unpaid Research Assistant  
(Up to 2 points per year)  

c. Courses at other schools  
(Up to 12 points total)  

d. Externship Field Work  
(Typically 1/2 the total points earned for the Externship)  

e. Clinic Project Work  
(Points earned for extra work on behalf of the clinic)  

f. Law Journal/Supervised Work in an Advanced Moot Court  
(Up to 3 points total)  

g. Upper Year Participation in Foundation Moot Court  
(Up to 4 points total)  

h. Teaching Fellow  
(Up to 2 different courses)  

Total – Part A (up to a maximum of 19)  

Part B:  
Enter the points of credit earned for each of the following:  

a. Part A Total (up to a maximum of 19)  

b. Clinic (not including points for Project Work)  

c. Externship Classroom Work  
(Typically 1/2 the total points earned for the Externship)  

Total – Part B (up to a maximum of 30)
Part C:

a. Part B Total (up to a maximum of 30) __________

b. Total of All Other Points Earned __________

Total – Part C __________

If your Part C Total is 83 points or more, you have earned enough points of credit to graduate. If it is less, subtract that number from 83 to determine how many more points you need to earn to satisfy the graduation requirement.

If you are using this worksheet to help plan either your 2L or 3L course selection, remember that the average number of points of credit per semester at the law school is thirteen (13).

MAJOR WRITING CREDIT CHECKLIST:

IMPORTANT: You will not earn any points of academic credit simply for completing your Major Writing Credit. If you’d like to discuss ways you might earn points of academic credit for completing your Major Writing Credit, please make an appointment to speak with Anne Green, Joel Kosman, or Yadira Ramos-Herbert before you begin work on your paper.

Identify a paper topic

Secure a faculty member’s agreement to supervise your paper
  (NB – This must be done before you begin work on your paper)

Register for Major Writing Credit with Registration Services
  (NB – This must be done by the end of Add/Drop of your fifth semester)

Submit the first draft of your paper to your faculty supervisor
  (NB – This must be done by February 1 of your 3L year)

Receive comments on your draft from your faculty supervisor

Revise your paper based on your supervisor’s comments

Submit your revised, final draft to your faculty supervisor
  (NB – This must be done by April 1 of your 3L year)