School of Law Catalog
January 2014-December 2014

Changing Tomorrows
One Student at a Time

3530 Wilshire Blvd ● Suite 1430 ● Los Angeles CA 90010
Toll Free 866.558.0999 ● Local 213.252.5100 ● Fax 213.252.5112
Email admissions@alu.edu ● www.alu.edu
Reservation of Rights:

Abraham Lincoln University reserves the right to make changes to provisions of this catalog, and its rules and procedures at any time, with or without notice, subject to licensing requirements. This catalog is neither a contract nor an offer to contract but merely a general outline of the programs currently offered by the university. Abraham Lincoln University reserves the right to make changes at any time, with or without notice and in its sole and absolute discretion, to course structure and lecture delivery format, including the length and method of lecture delivery currently used at the university. To ensure students a progressive and challenging curriculum, Abraham Lincoln University also reserves the right to change graduation requirements and to revise or delete courses as deemed necessary.
# TABLE OF CONTENTS

## 1. INTRODUCTION

- President’s Welcome .................................................................................................. 1
- History .................................................................................................................. 2
- University Mission, Objectives and Values .................................................................. 3
- School of Law Educational Objective .......................................................................... 3
- Benefits of Abraham Lincoln University School of Law ................................................. 4
- Governance and Ownership ...................................................................................... 5
- University Staff ...................................................................................................... 6
- Contact Us ............................................................................................................. 7
- Holiday Schedule – 2014 ......................................................................................... 7
- Online Classroom Student Access ............................................................................. 7

## 2. ACCREDITATION AND REGULATION

- Distance Education and Training Council .................................................................... 8
- Committee of Bar Examiners of the State Bar of California ........................................... 8
- Affiliations and Memberships .................................................................................... 9

## 3. ADMISSIONS REQUIREMENTS AND PROCESSING

- Educational Prerequisites for Regular Applicants ........................................................ 11
- Educational Prerequisites for Special Applicants ......................................................... 11
- Application and Enrollment Process .......................................................................... 12
- Applicants with International Degrees and Credentials ................................................ 12
- Transfer Students .................................................................................................. 13
- Notice Concerning Transferability of Units and Degrees Earned at ALU ......................... 14
- Acceptance into ALU .............................................................................................. 14
- State Bar Registration ............................................................................................ 14
- Textbooks ............................................................................................................. 15

## 4. ACADEMIC AFFAIRS AND INSTRUCTION

- Online Distance Education Course Structure and Delivery ........................................... 16
- First Year Curriculum Starting Dates .......................................................................... 17
- Continuous Study Rule Requirements ....................................................................... 17
- Attendance Requirements ....................................................................................... 17
- Study Log Requirements ........................................................................................ 18
- Graduation Requirements ....................................................................................... 18
- Academic Requirements for First-Year Law Students’ Examination (FYLSX) ........................... 18
- Academic Requirements for Continuing Into Second Year Coursework ....................... 18
- Good Standing, Academic Probation and Dismissal ...................................................... 18
  - First Year Students ........................................................................................... 18
  - Upper Students ................................................................................................. 19
  - Transfer Students .............................................................................................. 19
- Students Using Department of Veteran Affairs Benefits ............................................. 20
- Military and Veteran Student Assistance .................................................................. 20
- Notice Concerning Transferability of Units and Degrees Earned at ALU ......................... 20
- Grading Policy ....................................................................................................... 21
- Academic Advising ................................................................................................. 22
- Academic Support .................................................................................................. 22
<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Integrity</td>
<td>24</td>
</tr>
<tr>
<td>First-Year Law Students’ Examination (FYLSX)</td>
<td>25</td>
</tr>
<tr>
<td>Admission to Practice</td>
<td>26</td>
</tr>
<tr>
<td>University Faculty</td>
<td>27</td>
</tr>
<tr>
<td>Academic Freedom</td>
<td>29</td>
</tr>
<tr>
<td>5. TUITION, FEES AND FINANCING OPTIONS</td>
<td>30</td>
</tr>
<tr>
<td>Schedule by Academic Year</td>
<td>30</td>
</tr>
<tr>
<td>Fees and Non-Tuition Charges</td>
<td>30</td>
</tr>
<tr>
<td>Textbooks and Study Materials</td>
<td>31</td>
</tr>
<tr>
<td>Payment Schedule and Requirements</td>
<td>31</td>
</tr>
<tr>
<td>Academic Standing and Eligibility for Department of Veteran Affairs Benefits</td>
<td>32</td>
</tr>
<tr>
<td>Cancellation, Withdrawal and Refund Policy</td>
<td>32</td>
</tr>
<tr>
<td>Change of Address</td>
<td>34</td>
</tr>
<tr>
<td>Leave of Absence</td>
<td>34</td>
</tr>
<tr>
<td>Withdrawal</td>
<td>34</td>
</tr>
<tr>
<td>Incomplete</td>
<td>34</td>
</tr>
<tr>
<td>Examination Date Changes</td>
<td>35</td>
</tr>
<tr>
<td>Course Repeat Policy</td>
<td>35</td>
</tr>
<tr>
<td>Online Resources and Content Partners</td>
<td>37</td>
</tr>
<tr>
<td>Technology Requirements</td>
<td>38</td>
</tr>
<tr>
<td>7. STUDENTS RIGHTS AND RESPONSIBILITIES</td>
<td>39</td>
</tr>
<tr>
<td>Maintenance and Confidentiality of Student Privacy and Records</td>
<td>39</td>
</tr>
<tr>
<td>Student Formal Grievance Procedures</td>
<td>40</td>
</tr>
<tr>
<td>Non-Discrimination Policy</td>
<td>41</td>
</tr>
<tr>
<td>Americans with Disabilities Act</td>
<td>41</td>
</tr>
<tr>
<td></td>
<td>Requesting Disability Accommodations</td>
</tr>
<tr>
<td></td>
<td>Required Disability Accommodation Documentation</td>
</tr>
<tr>
<td></td>
<td>Documentation Time Limits</td>
</tr>
<tr>
<td></td>
<td>Appeal of Denied or Modified Accommodation Requests</td>
</tr>
<tr>
<td></td>
<td>For further information from ALU regarding the Americans with Disabilities Act</td>
</tr>
<tr>
<td>Drug Abuse Prevention Policy</td>
<td>43</td>
</tr>
<tr>
<td>Placement Services</td>
<td>44</td>
</tr>
<tr>
<td>Housing</td>
<td>44</td>
</tr>
<tr>
<td>8. THE JURIS DOCTOR PROGRAM</td>
<td>45</td>
</tr>
<tr>
<td>Program Description</td>
<td>45</td>
</tr>
<tr>
<td>Program Objectives and Student Learning Outcomes for the Juris Doctor Curriculum</td>
<td>47</td>
</tr>
<tr>
<td></td>
<td>A. Knowledge and Comprehension</td>
</tr>
<tr>
<td></td>
<td>B. Analysis and Application</td>
</tr>
<tr>
<td></td>
<td>C. Planning and Communication</td>
</tr>
<tr>
<td>9. COURSE DESCRIPTIONS</td>
<td>49</td>
</tr>
<tr>
<td>APPENDIX A: ALU HONOR CODE</td>
<td>58</td>
</tr>
</tbody>
</table>
1. Introduction

President’s Welcome

On behalf of the faculty and staff, it is a pleasure to welcome you to Abraham Lincoln University School of Law. ALU, one of California’s and the nation’s pioneering online law schools, has been a prominent fixture in Los Angeles since 1996.

ALU’s distance education programs focus on learning at many levels. The university offers associate, bachelor’s, master’s degrees and diploma programs in paralegal studies, legal studies, criminal justice, business administration, information technology and general studies, as well as the online Juris Doctor degree.

ALU’s commitment to personal service for law students is genuine. We are devoted to helping you reach your goal of success in obtaining the Juris Doctor degree and will guide you each step of the way toward your goal. This catalog provides you with a roadmap for your journey.

ALU’s Juris Doctor program is highly interactive. You can interact with your professors online during the lectures and chats to get all of your questions answered.

Please don’t hesitate to contact ALU faculty and staff by phone or email to learn more about ALU. We are here to provide you with the academic structure and student services to lead you to your goal of earning your law degree.

Sincerely,

Hyung J. Park
Dean of School of Law
President and CEO
**History**

In 1996, Hyung J. Park, a practicing attorney and CPA, had a vision. He believed that there could be a law school where students could take their entire curriculum online, utilizing the flexibility and the emerging power of the Internet. That vision became reality when Abraham Lincoln University School of Law was founded as one of California’s and the nation’s first online law schools.

ALU provides adult students with a focused and practical education. The university extensively utilizes Internet technology to deliver online course content and academic support to enhance the student’s learning experience.

ALU courses can be accessed from a computer with Internet access from anywhere in the world. The university is literally an institution without national borders or travel barriers. We offer the combination of scheduling convenience and technical expediency to complement job market oriented academic programs and personalized student service and support.

The original vision of harnessing the effectiveness and convenience of distance education remains focused on adult students who strive to earn a college degree. Adding complementary undergraduate and graduate degree programs allows ALU to serve a wider student population. ALU will continue the law school tradition of academically rigorous courses and programs while, at the same time, providing individualized support at all degree levels in a true student-centered learning environment.
University Mission, Objectives and Values

The institutional mission of Abraham Lincoln University is to be a respected international provider of quality certificate, undergraduate and graduate degree programs primarily in law, business, technology and arts and sciences. The mission is achieved through online distance education curricula, academic support and student services that are designed to provide lifelong learning opportunities for students who may be underserved by traditional educational institutions.

ALU’s institutional objectives are aligned with the University mission and include:

- Conducting academic and business operations in an open, collaborative and ethical manner.
- Facilitating accessibility and affordability for a diverse and non-traditional student body.
- Incorporating quality into educational activities and support services that meet or exceed standards set by accrediting and regulatory bodies.
- Embedding a practitioner’s perspective into the curriculum with a focus on skills, knowledge and abilities needed for entry or progression in occupations or fields of study.
- Offering a dynamic, technology-based distance education environment that expands access to postsecondary education and engages students in a rich, multi-media learning experience.
- Developing competence in communication, critical thinking, collaboration and information utilization to enhance opportunities for sustained career success.
- Providing clear learning outcomes, timely feedback and assessment to promote student course content mastery.
- Engaging in a constant process of continuous improvement through policy and course and program outcomes assessment to promote student mastery of program and course objectives, retention and graduation.

School of Law Educational Objective

The educational objective of the School of Law is to educate qualified individuals through advanced educational technology to gain a comprehensive command of the fundamental areas of law.

This objective is achieved through a learner-centered curriculum that is intended to produce the following outcomes.

Graduates will have sufficient knowledge and skills to:

- Understand the theories and principles of law, their qualifications and limitations, and their relationships to each other.
- Effectively evaluate possible legal issues in personal and professional situations.
- Engage in legal analysis and problem solving.
- Develop effective preventative legal strategies.
- Communicate legal issues in a thorough, organized and persuasive manner.

The School of Law’s educational objectives are attained through a comprehensive curriculum covering courses that are largely similar to the majority of American Bar Association approved law schools. However, the School of Law’s curriculum is delivered through advanced educational technologies such as live streaming video and interactive chat rooms to make it available to working professionals and to increase its educational effectiveness.
Benefits of Abraham Lincoln University School of Law

Just as the Internet has revolutionized much of our global social and business structures, it is transforming professional graduate education. Here are some aspects to compare Abraham Lincoln University School of Law with traditional campus-based models:

- **Curriculum.** One of the primary purposes of all law schools is to prepare students to pass the various state bar examinations. Abraham Lincoln uses the same case books as most ABA law schools.

- **Technology.** The most significant difference is in our use of Internet technology to organize and concentrate the materials to increase the student’s learning experience. Our curriculum can be accessed live online, live in our Los Angeles studio, as archived video, and as archived MP3 audio files. Students can listen, see, and review as many times as needed at their own schedule, anytime and anywhere in the world.

- **Online Attendance.** Since students learn through live interactive web casts, and in online chat rooms, physical attendance is not required.

- **Rolling Admissions.** Abraham Lincoln University has a rolling admissions schedule. Instead of delaying dreams for an entire year, students can start at one of three start times during the year.

- **Low Cost.** Tuition is just one factor in calculating the total cost of attending law school. Abraham Lincoln University is much more affordable than traditional law schools. Abraham Lincoln University students can stay employed full-time and advance in their careers while attending law school.

- **Scope of Practice.** After graduating from Abraham Lincoln University, students will be fully qualified to sit for the California Bar Examination. After passing the bar, receiving a passing score on the MPRE, meeting all applicable moral character requirements, and not being in arrears on family support obligations, students will have the full and complete scope of practice in California equal to any other California lawyer. Study at, or graduation from, this law 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.

- **Educational Technology.** Abraham Lincoln University School of Law uses leading edge educational technology to teach a program that is similar to most traditional law schools. At ALU, students can become lawyers, while advancing in their present careers at a fraction of the cost of attendance at ABA schools.
Governance and Ownership
Board of Directors

Hyung Joo Park, JD, MBA and CPA, President and CEO
Soon Hee Park, JD, Secretary and Treasurer
Roy Winter, MBA, External Member

Ownership

Hyung Joo Park, JD, MBA and CPA, President and CEO
Soon Hee Park, JD, Secretary and Treasurer

2014 Advisory Council

George Ackerman, Ph.D, J.D, MBA
Mary Caruso, J.D, Attorney
Seongyeob Choi, Ph.D
Chris Figueroa, Doctor of Public Administration
Ryann Jorban, J.D., Attorney
Norfina Joves, MA
Jonathan Kramer, J.D.
Brian Kim, Founder and CEO, Turbo Air, Inc
Doris Lee, MA
Susan E. Lomeli, Doctor of Public Administration
Thomas Pattenaude, President, Colgate Capital
Alicia Paynter, MFA
Thomas L. Reynolds, J.D, MSCJ
Brian Schofield, Sony Pictures Executive Director of Security Operations
Michelle Tabb, US Attorney’s Office Paralegal Specialist
Carolyn Torres, J.D
Val Vera, MS; Elected President, California Advisory Council on Military Education
Dr. Tommy Lee White, Ph.D, FPPR, FICCP, FICPPM
Annette Wiley, J.D.
Roy Winter, MBA
Greg Yacoubian, J.D.
University Staff

Key Academic and Administrative Positions

Administration

Hyung J. Park, President and CEO

Jessica Park, Chief Information Officer

Academic and Student Affairs

Daryl Fisher-Ogden, Dean of University Programs and Chief Administrative Officer

Daniel Jung, Professor of Law and Marketing Coordinator

Elizabeth Gomez, Registrar

Lidbi Lopez, Administrative and Billing Assistant

Admissions

Isaac Hanson, Military Education Coordinator

Tanya Tran, Admissions Representative

Technology

Tae Woong Kim, e-Learning Software Engineer

Brian H. Lee, Junior Software Engineer
Contact Us
Looking out from the 14th floor of the Wilshire Metroplex campus in Los Angeles, Abraham Lincoln University faculty and staff are greeted with a panoramic view of the Hollywood Hills. Prominently perched near the top of Mount Lee is the Hollywood Sign, a local landmark since 1923.

The University campus address is just a few miles from Hollywood at:
3530 Wilshire Blvd., Suite 1430
Los Angeles, CA 90010
866.558.0999 Toll Free
213.252.5100 Local
213.252.5112 Fax
www.alu.edu
admissions@alu.edu

Campus Hours
(Pacific Standard/Daylight Time)

Monday through Thursday
• 10:00 A.M. to 7:00 P.M.

Saturday
• 8:30 A.M. to 2:30 P.M.

ALU is closed on Fridays and Sundays.

Holiday Schedule – 2014
• New Year’s Day January 1 (Wednesday)
• Memorial Day May 26 (Monday)
• Independence Day July 4 (Friday)
• Labor Day September 1 (Monday)
• Thanksgiving Day November 27 (Thursday)
• *Christmas Eve December 24 (Wednesday)
• Christmas Day December 25 (Thursday)
• *New Year’s Eve December 31 (Wednesday)

*ALU is closed on holidays listed above, except for Christmas Eve and New Year’s Eve when those holidays are on business days. When Christmas Eve and New Year’s Eve fall on business days, the administrative office closes at 2:00 PM PST.

Online Classroom Student Access
To enable maximum student accessibility, the University online classroom, known as the Student Learning Center (SLC) is typically available 24 hours a day, seven (7) days a week, including holidays. Down time for maintenance and software updates is kept to a minimum. Due to the accessibility of online systems, faculty members are generally available to students continuously through e-mail, chat and discussion board postings.
2. Accreditation and Regulation

Distance Education and Training Council
Abraham Lincoln University is accredited by the Accrediting Commission of the Distance Education and Training Council (www.detc.org). The Accrediting Commission is listed by the U.S. Department of Education as a nationally recognized accrediting agency and is a recognized member of the Council for Higher Education Accreditation.

The Accrediting Commission is a charter member of the Council for Higher Education Accreditation (CHEA), the leading non-governmental recognition for accrediting associations. The Commission’s recognition by CHEA was renewed in 2013. A national advocate and institutional voice for self-regulation of academic quality through accreditation, CHEA is an association of 3,000 degree-granting colleges and universities and recognizes 60 institutional and programmatic accrediting organizations.

Distance Education and Training Council
1601 18th Street, N.W.,
Washington, D.C. 20009
(202) 234-5100

Committee of Bar Examiners of the State Bar of California
The School of Law is registered with the Committee of Bar Examiners (CBE) of the State Bar of California as an unaccredited distance learning law school. ALU’s authority to grant a Juris Doctor (J.D.) degree, which qualifies graduates to take the California Bar Examination, is through the Committee of Bar Examiners. ALU students must pass the First-Year Law Students’ Examination (FYLSX) at the end of the first year of law school study. To learn more, visit www.alu.edu or the California State Bar website at www.calbar.ca.gov.

California State Bar
180 Howard St.
San Francisco, CA 94105
415.538.2000
Affiliations and Memberships

American Association of Collegiate Registrars and Admissions Officers (AACRAO)
ALU is an institutional member of AACRAO, a nonprofit association of more than 11,000 higher education admissions and registration professionals. AACRAO represents more than 2,600 institutions and agencies in the United States and in over 40 countries around the world.

California Alliance of Paralegal Associations (CAPA)
ALU is a Sustaining Member of CAPA, which offers resources, educational opportunities and networking opportunities geared toward advancing and promoting the paralegal profession, including annual paralegal seminars to assure that paralegals are up to date on current legal trends and developments.

Concurrent Admissions Program for Army Enlistees (ConAP)
ALU participates in the ConAP partnership with the Army Recruiting Command and other colleges. ConAP goals are to "increase enlistment of college-capable active duty and reserve soldiers, increase the number of Army soldiers, veterans and reservists enrolled in college, and increase the use of GI Bill education benefits".

Council of College and Military Educators (CCME)
ALU is a CCME member institution. CCME promotes and provides educational programs and services and facilitates communication between membership and the Department of Defense educational support network.

Council for Higher Education Accreditation (CHEA)
ALU is a recognized CHEA member institution. CHEA is comprised of an association of 3,000 degree-granting colleges and universities and serves as a national voice for voluntary accreditation and quality assurance to the U.S. Congress and U.S. Department of Education.

Defense Activity for Non-Traditional Education Support (DANTES)
ALU is included in distance learning catalogs provided to service men and women by DANTES. The DANTES DL (Distance Learning) program is a source for information on nontraditional education opportunities for military servicemembers, veterans and military spouses.

Los Angeles County Sheriff’s Department
ALU works together with the Los Angeles County Sheriff’s Department to provide educational opportunities to law enforcement personnel. The LA County Sheriff’s Department offers an unparalleled variety of work assignments and schedules including training and educational incentives.

Los Angeles Paralegal Association (LAPA)
ALU is a Benefactor of the Los Angeles Paralegal Association, a California non-profit corporation providing networking opportunities, continuing legal educational programs, and pro bono activities for paralegals and other members of the legal community. LAPA maintains a mutually beneficial working relationship with local and state bar associations, educational institutions, and businesses serving the legal community.
National Association of Legal Assistants (NALA)
ALU has complied with the qualifications and requirements for membership in NALA and is a qualified member. The university has agreed to be bound by the NALA Code of Ethics & Professional Responsibility.

National Sheriffs’ Association (NSA)
ALU is a Platinum Corporate Partner with the National Sheriffs’ Association. Chartered in 1940, NSA is a professional association dedicated to serving sheriffs and their affiliates through education, training and information resources. NSA represents thousands of sheriffs, deputies, public safety professionals and concerned citizens across the USA.

Peace Officers Research Association of California (PORAC)
ALU is endorsed by PORAC, a leading organization conducting research, providing education and training, and defining and enhancing standards for professionalism among California peace officers.

Veterans Affairs (GI Bill)
Abraham Lincoln University is approved through the California State Approving Agency for Veterans Education (CSAAVE) to train eligible veterans and to certify students for payment of VA Educational Assistance Benefits (GI Bill) through the U.S. Department of Veterans Affairs for the Juris Doctor (J.D) degree program.

Western Association of Veteran Education Specialists (WAVES)
ALU is an institutional member. WAVES is an association that serves the needs and interests of veterans, faculties and administrators in member institutions, which consist of educational institutions of higher learning and those offering non-college degree programs engaged in the administration of veterans education benefits within the geographic areas served by the Muskogee Regional Processing Office.
3. Admissions Requirements and Processing

Educational Prerequisites for Regular Applicants
Students applying for admission to Abraham Lincoln University must satisfy the following requirements:

A. California Bar Eligible Juris Doctor Applicants: Students applying for the Bar Eligible Juris Doctor are required to present an earned Bachelor’s degree or higher.

B. All submitted academic credentials must be earned from a college or university accredited by an accrediting agency recognized by the United States Department of Education.

C. Degrees earned from institutions outside of the US must be presented with an official translation for degree and subject equivalency comparable to instruction in the United States, provided by a credential evaluation service approved by the State Bar of California. The ALU admissions office will provide a list of these services upon request.

Educational Prerequisites for Special Applicants
Individuals who do not qualify as a regular applicant may apply as a special applicant. Special applicants have represented less than 5% of total California Bar Eligible Juris Doctor program admissions; therefore, special applicants are encouraged to apply early. Special applicants must, at minimum, satisfy the standards established by the Committee of Bar Examiners of the State Bar of California with respect to pre-legal education. In general, the Committee requires that a special applicant must have earned at least 60 undergraduate semester units or achieved acceptable scores on specific CLEP Examinations.

By definition, a special admissions policy considers each applicant on a case-by-case basis. Other than the minimum threshold mandated by the Committee of Bar Examiners, the School has not developed any pre-established criteria for special admissions. In the admission of special applicants, the major consideration is whether the applicant has the ability to succeed in the California Bar Eligible Juris Doctor Program. Special admissions policies have historically served valuable social purposes. All special applicants must be interviewed by a faculty member and provide supplemental application information. (The interview can either take place in Abraham Lincoln University offices or via telephone).

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.
Application and Enrollment Process

The application process requires the necessary information to determine student qualifications and potential to be a lawyer. All listed items and documents are required before an application can be submitted for review to the admissions committee. Applications missing any of the items listed below will not be considered.

Since the J.D. degree program will qualify students for the California State Bar, it is important that the application be accurate and complete. Knowledgeable admissions counselors are available to assist students step by step in the application process.

Follow the steps below to apply:

1. Completed Application
e-signed, dated with a $50 Application Fee
2. Complete Online Assessment Test
   If you received an LSAT of 140 or above, upon verification, you may complete only the essay section assessment test.
3. Personal Statement between 300-500 words answering:
   Why do you want to attend Law School?
   What will you do when you receive your J.D. degree?
4. Professional Resume
5. Two Academic or Professional Letters of Recommendation
6. College Transcripts
   Unofficial transcripts will be considered, but official transcripts should be submitted promptly for review. At latest, the University must receive official transcript(s) from the institution(s) you attended within 45 days of the start of the course.
7. (Effective October 1, 2014) All students are required to submit documentation of a current government issued photo ID (those who qualify for military tuition assistance must also submit a Military ID or DD214).

Applicants with International Degrees and Credentials
(Effective September 1, 2013)

ALU encourages applications from students around the world. No English language services, however, are offered. No I-20 services are provided since ALU is a distance learning institution and requires no resident or physical classroom attendance.

Qualifications of applicants who speak English as a second language or who have earned credits or degrees in a country other than the U.S. are required to provide additional documentation during the application and enrollment process.

- Submitting Academic Documentation
  Students are required to have official copies of transcripts from secondary schools and colleges and universities that they have attended sent directly to ALU.
  Foreign Transcript Evaluation: Transcripts for comparable university-level courses completed in a country other than the United States must be evaluated by an outside credential evaluation company that is approved by the California State Bar before they are submitted to ALU.
• **Verifying English Proficiency**
  International students who have completed their undergraduate degrees at a nationally or regionally accredited U.S. college or university are not required to submit TOEFL or IELTS scores.

  International applicants whose native language is not English and have not completed their studies at an accredited U.S. college or university must submit evidence of English proficiency through one of the following sources:

  1. **Test of English as a Foreign Language (TOEFL)** - a minimum score of 550 on the paper-based test or 80 on the iBT, or its equivalent, for admittance into master’s and first professional degree programs.

  2. **International English Language Testing System (IELTS)** – a score of 6.5 which indicates a competent usage of English.

**Transfer Students**

In addition to the requirements listed previously for new students, students transferring from other law schools must also provide the following items:

1. **Personal statement of approximately 1,000 words answering:**
   - Why are you transferring?
   - What factors have changed since attending your previous law school?
   - Why do you want to complete your law degree at ALU?
   - How can ALU help you succeed in getting a legal education?

2. **Bar Evaluation Attestation**
   You must submit your official law school transcripts to the State Bar of California Committee of Bar Examiners Office of Admissions for evaluation.

Coursework may be transferred from another law school if (1) it was taken within the 27-months preceding a student’s enrollment in the University, and (2) was completed at a school registered or accredited with the Committee of Bar Examiners of the State of California. Transfer students are responsible for supplying the University with official transcripts of the previous law schools attended.

Students transferring from other law schools may be interviewed by the Dean to further assess their previous performance in their legal studies and potential success in our program.

ALU School of Law has not entered into any transfer or articulation agreements with other law schools.
Notice Concerning Transferability of Units and Degrees Earned at ALU

The transferability of credits you earn at ALU is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the diploma or degree you earn at ALU is also at the complete discretion of the institution to which you may seek to transfer. If the credits, diploma or degree that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your course work at the institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending ALU to determine if your credits, diploma or degree will transfer.

Acceptance into ALU

After review by the Admissions Committee and acceptance by the University, the student will be sent an acceptance package that includes the following:
1. Acceptance Letter
2. ALU Student ID
3. Westlaw e-Library card
4. ALU School and Course Calendar

State Bar Registration

Every law student who intends to be a general applicant for admission to practice law in California must register with the Committee of Bar Examiners of the State Bar of California.

The registration inquires into the applicant’s age, addresses, general education and legal education. The registration form must be completed under penalty of perjury and may be accessed at www.calbar.ca.gov/admissions

At the left column Select "Registration"
Select "Law Student Registration Form and Instructions"
Select "Apply online"

Registration forms are also available directly from the Committee of Bar Examiners of the State Bar of California from their offices. Potential students with any questions may contact the Committee of Bar Examiners of the State Bar of California at:

The State Bar of California
- Bay Area Office:
  180 Howard Street,
  San Francisco, CA 941 05-1639
- Los Angeles Office:
  1149 South Hill Street,
  Los Angeles, CA 90015-2299
- Internet: http://www.calbar.ca.gov

Registration must be completed not later than 90 days after beginning the study of law.
**Textbooks**

The textbook required for each of the courses throughout the period of study is presented in the syllabus of each course. The list of course textbooks includes the approximate price of each of the textbooks, and resources where students can go online and choose the most reasonable price to meet their course needs.

Tuition and fees does not include cost for books and study materials. Books and study materials for courses are the responsibility of the student. The best effort estimate cost of textbooks and other materials per year of study is $750; therefore, the best effort estimate of books for four years of study in the JD program is $3,000. A current list of required textbooks and materials, including title, author, publisher, ISBN and best estimates of their fair market price, is located on the University website (www.alu.edu).

Students may purchase law books online through:
www.westacademic.com
www.legalbooksdistributing.com

Textbooks may also be purchased through:
LA Law Books
1324 W. Olympic Blvd.
Los Angeles, CA 90015
(213) 384-5009
4. Academic Affairs and Instruction

Online Distance Education Course Structure and Delivery

Abraham Lincoln University’s goal is to provide accessibility and academic accountability to students through online, distance learning course and services delivery. The course structure and delivery format used by the University is designed to provide a quality educational experience to students through professional instructional design and innovative online technology. According to Committee of Bar Examiners guidelines, students must participate in eighty (80) percent of the regularly scheduled interactive classes in each course. Regular and punctual participation in interactive classes is required.

Students can attend law school classes in two modes, according to their convenience:

Live Online

By attending live online, students can interact with the professors and in-class colleagues in real-time. Students can ask questions, have discussions, and share ideas in real time, virtually.

Live In Studio

Students can attend live in our webcast studios in downtown Los Angeles. This provides students traditional direct interaction with the professor and their classmates. They can ask questions and share ideas with the online classmates as well.

Archived Streaming Video

A third mode available to those students who want to access lectures at any time is archived streaming video. Students with challenging schedules may watch the archived streaming video when time permits at any time of the day or night. Students can view the full content of the courses and can repeat as often as needed to fully comprehend the information.

However, students remain responsible for meeting Committee of Bar Examiners guidelines. Students must participate in eighty (80) percent of the regularly scheduled interactive classes in each course. Regular and punctual participation in interactive classes is required.
First Year Curriculum Starting Dates

<table>
<thead>
<tr>
<th>Course</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Winter</strong></td>
<td></td>
</tr>
<tr>
<td>New Student Orientation</td>
<td>January 4 &amp; 5, 2014</td>
</tr>
<tr>
<td>LF200 Criminal Law</td>
<td>January 12 - April 19, 2014</td>
</tr>
<tr>
<td><strong>Spring</strong></td>
<td></td>
</tr>
<tr>
<td>New Student Orientation</td>
<td>April 12 &amp; 13, 2014</td>
</tr>
<tr>
<td>LF300B Torts B and Professional Skills I</td>
<td>June 22 – August 23, 2014</td>
</tr>
<tr>
<td><strong>Fall</strong></td>
<td></td>
</tr>
<tr>
<td>New Student Orientation</td>
<td>August 16 &amp; 17, 2014</td>
</tr>
<tr>
<td>LF100 A Contracts A</td>
<td>August 24 – November 8, 2014</td>
</tr>
<tr>
<td>LF100B Contracts B</td>
<td>November 9, 2014 – January 10, 2015</td>
</tr>
</tbody>
</table>

Continuous Study Rule Requirements
The Committee of Bar Examiners requires that students accrue JD program units in increments of 24-26 weeks or 48-52 weeks. Students whose JD program studies are interrupted in the middle or end of any 24-26 week or 48-52 week period, whether due to student taking a leave of absence, withdrawing or being dismissed, or due to any external circumstances leading to an interruption of studies, may be in jeopardy of losing credit for some or all of the coursework completed during a given year of study. Also, students who fail any course at the middle or end of any 24-26 week or 48-52 week period may be in jeopardy of losing credit for some or all of the coursework completed. Loss of credit due to continuous study rule requirements may result in all previously accrued credit in a given year of study not being valid for the purposes of certification requirements to California State Bar exams and progress in the JD program towards graduation.

Attendance Requirements
Students must participate in eighty (80) percent of the regularly scheduled interactive classes in each course. Regular and punctual participation in interactive classes is required.

After passing the First-Year Law Students’ Examination and achieving satisfactory grades in the full program of courses, students will have earned their Juris Doctor degree. After the completion of the program, the Committee of Bar Examiners will allow graduates to sit for the Bar Examination provided that their law studies were completed in accordance with the Rules of the State Bar of California (Admissions Rules).

Because the Committee of Bar Examiners requires a 48-52 week school year, students who fall more than four weeks behind in their lessons will automatically be academically dismissed from the course. Because of the total hours per year requirement imposed by the Committee of Bar Examiners, a student who withdraws or is dropped from a course may be in jeopardy of losing credit for an entire year. Therefore, it is imperative that a student stays on the 52-week schedule.
Study Log Requirements
To earn the J.D. degree requires satisfactory completion of a course of study requiring a minimum of 864 hours of preparation and study a year for four (4) years. To substantiate the hours of study, students must keep a study log on a weekly basis, and submit an accurate record of their actual hours of study by completing the weekly study logs on the ALU learning management system. All student submissions are subject to the ALU Honor Code.

Graduation Requirements
Students enrolled in the JD program must successfully pass all courses and complete at least 140 quarter units, pursuant to the California State Bar attendance and continuous study requirements and ALU policies. JD students must be in good financial standing to graduate and must have successfully completed all academic requirements to participate in the graduation ceremony.

Academic Requirements for First-Year Law Students’ Examination (FYLSX)
(Effective for ALU first-year students who start coursework after August 21, 2012, revision of "C-" to 70 effective September 1, 2013)

J.D. students in the first academic year must pass every course with a 70 or above to receive full credit for the units studied in the first year and for ALU to certify the student for the First-Year Law Students’ Examination (FYLSE), as required by the State Bar of California.

If a student passes a course but does not receive a 70 or above, and is not academically dismissed, the student may repeat the course one time (at ½ of the regular tuition), the next time it is offered, or at the discretion of the Academic Standards Committee (ASC) fulfill a proficiency requirement, which may include independent study (also at ½ of the regular tuition) or a proficiency exam designed by ALU.

The original grade shall remain on the transcript, along with the new grade for the repeated course. The new grade for the repeated course shall be considered for purposes of satisfying the First Year Requirements.

Academic Requirements for Continuing Into Second Year Coursework
(Effective for ALU first-year students who start coursework after August 21, 2013)

A student may not continue in the J.D. program to the second year without passing the FYLSX unless the student’s ALU first year GPA exceeds 77 unless permission to continue is granted by the Academic Standards Committee.

Good Standing, Academic Probation and Dismissal

The following are the standards implemented by the school's Academic Standards Committee.

First Year Students
First year students must maintain a cumulative grade point average (GPA) of 70 or above to remain in academic good standing.

J.D. students in the first academic year must pass every course with a 70 or above to receive full credit for the units studied in the first year and for ALU to certify the student for
the First-Year Law Students’ Examination (FYLS), as required by the State Bar of California. Please see Academic Requirements for First-Year Law Students’ Examination (FYLS).

All students with a cumulative GPA of 60 and above and below 70 will be placed on academic probation. A student who is placed on academic probation, and who is unable to improve his or her cumulative GPA to 70 or above by the end of the academic term (35 quarter units) will be academically dismissed.

Any student whose cumulative GPA falls below 60 at the end of his/her first year curriculum will be academically dismissed. Students who are academically dismissed may petition the faculty for reinstatement based upon a clear showing of special circumstance and good cause.

*Upper Students*

Please see Academic Requirements for Continuing Into Second Year Coursework.

Upper level students must maintain a yearly GPA of 70 or above to remain in academic good standing.

All students with a cumulative GPA below 70 will be placed on academic probation. A student who is placed on academic probation, and who is unable to improve his or her cumulative GPA to 70 or above by the end of the academic term (35 quarter units) will be academically dismissed.

Any student whose yearly GPA falls below 60 and fails to raise yearly GPA to a minimum of 67 by the end of the academic term will be academically dismissed. Students who are academically dismissed may petition the faculty for reinstatement based upon a clear showing of special circumstance and good cause.

*Transfer Students*

Transfer students who enter Abraham Lincoln University in good standing must maintain a yearly GPA of 70 or above in classes attended at Abraham Lincoln University.

Students with a cumulative Abraham Lincoln University GPA below 70 will be placed on academic probation. A student who is placed on academic probation, and who is unable to improve his or her cumulative GPA to 70 or above by the end of the academic term (35 quarter units) will be academically dismissed.

Any student whose yearly GPA falls below 60 and fails to raise yearly GPA to a minimum of 67 by the end of the academic term will be academically dismissed. Students who are academically dismissed may petition the faculty for reinstatement based upon a clear showing of special circumstance and good cause.
Students Using Department of Veteran Affairs Benefits

Please see Academic Standing and Eligibility for Department of Veteran Affairs Benefits under Tuition, Fees and Financing Options.

Please also see Continuous Study Rule Requirements, Attendance Requirements, Study Log Requirements and Graduation Requirements.

Military and Veteran Student Assistance

Abraham Lincoln University School of Law (ALU) will provide the following assistance to military and veteran students who are deployed or otherwise involved in special operations with limited or no internet access, upon receipt of written request from the student with supporting documentation:

1. Grant written requests for extensions as needed for students to complete assignments, to the extent such extensions permit compliance with California State Bar regulations applicable to ALU;
2. Provide DVDs to students on a weekly basis via mail for the period of time during which the student has limited or no internet access;
3. Receive homework assignments via fax and/or mail and assist students with submission of assignments for grading; and
4. Receive the weekly student study log via fax and/or mail, and assist students with submission of the weekly study log.

If written request is granted, military and veteran students must provide evidence of attendance and engagement with coursework in a timely fashion as instructed by ALU staff, in order for ALU staff to track attendance and engagement accurately.

Notice Concerning Transferability of Units and Degrees Earned at ALU

The transferability of credits you earn at ALU is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the diploma or degree you earn at ALU is also at the complete discretion of the institution to which you may seek to transfer. If the credits, diploma or degree that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at the institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending ALU to determine if your credits, diploma or degree will transfer.
Homework Assignments

Homework is due on the dates in each course syllabus. It must be submitted using the "Homework Submit" function on the ALU learning center. Any other form of submission will not be accepted.

Grading Timelines

Faculty and staff recognize the value of grading and returning assessments to students in a timely manner. Based upon the length and type of assessment being graded, and the degree of review and feedback required, the following tiered grading turnaround times have been set.

Tiered Grading Policy
- For final exams, the grading turnaround is in 20 business days.
- For midterm exams, the turnaround will be 15 business days.
- Term papers and performance tests will be graded in 20 business days.

Grading Policy

All grading at Abraham Lincoln University is accomplished by the faculty members using a combination of objective multiple choice questions and subjective evaluation of essays and term papers. California attorney-graders may assist the faculty members in evaluating each student's work. The final grade in a course is based on the student's homework, examinations and papers. Faculty members rate student achievement on content, accuracy, legibility, presentation, analysis and overall quality.

Grades are awarded by faculty using a combination of objective and subjective evaluations. These include student homework, examinations and papers. Instructors rate student achievement on content, accuracy, organization, promptness of submissions and overall quality.

Grades will be issued to students after the end of each course. All students will have coursework evaluated and reported by the faculty using the following grading scale.

Grading Scale

Abraham Lincoln University has established the following grading scale. Faculty members comply with this scale and its equivalents. These grades may be assigned on individual assignments within a course or as the final course grade.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>outstanding (90-100)</td>
</tr>
<tr>
<td>B</td>
<td>above average (80-89)</td>
</tr>
<tr>
<td>C</td>
<td>average (70-79)</td>
</tr>
<tr>
<td>D</td>
<td>below average (60-69)</td>
</tr>
<tr>
<td>F</td>
<td>Fail (&lt;60)</td>
</tr>
<tr>
<td>P*</td>
<td>passing</td>
</tr>
</tbody>
</table>

*Valid only for Pass/Fail Courses and not included in the calculation
Requests for Review of Grades

Student requests for regrade of assessments must be submitted in writing within 60 days of the original due date of the assessment pursuant to the syllabus for the course.

To request a regrade of an assessment, the student must submit the Re-Grade Petition available from the ALU Student Center and the Re-Grade Petition must be dated and signed by the student.

The Re-Grade Petition will be addressed by the Academic Standards Committee, which shall vote on each such request. A separate regrade petition must be submitted for each assessment to be regarded (for example, for each essay).

The cost for the Regrade Petition is $10 per assessment for the first three assessments per enrollment year (for example, the total cost to regrade two final exam essays is $20). After the first three assessments, a charge of $50 per assessment will apply. Payment must be made by the student at the time each Regrade Petition is submitted.

If the Academic Standards Committee grants a student's Regrade Petition, the Committee will assign the regrading of the assessment to a professor other than the professor who originally graded the assessment. The assessment will be regraded, and the resulting grade can go up or down. The student will be notified via email of the results of the regarding. The student's grade will reflect the regraded score only, and the student will not be able to elect to keep the original grade.

Academic Advising
The School of Law uses a team of professionals who support each student’s progress through the degree. Each student has direct access to faculty and is assisted by an Admissions team member, the Registrar, the Student Services Coordinator, the Director of Academic Success, and the Dean of School of Law from admission to graduation.

Academic Support
The School of Law provides academic support to all students to ensure a consistent and integrated approach in the learning environment.

Students placed on Academic Probation must participate in the Academic Success Program by consulting with the Director of Academic Success, and completing the Academic Success Program as directed. Students on Academic Probation who fail to participate in the Academic Success Program as directed are subject to academic dismissal upon recommendation of the Director of Academic Success and confirmation by the Academic Standards Committee. (Effective for all ALU students who start coursework after August 21, 2013).

Abraham Lincoln University conducts workshops through its Orientation Program focusing on practical success strategies, and conducts additional Academic Success Program workshops periodically for student success. These Academic Success Program workshops are made available to all students. In addition, professors are available for additional consultation with students.
Workshop I-Time Management
- How to plan individual study time

Workshop II-Case Reading
- Strategies for reading cases effectively

Workshop III – Study Groups at ALU
- Formation and benefits of participating in Study Groups
- Use of ALU technologies for group meetings

Workshop IV – ALU Procedures & Electronic Databases, Research & CALI
- How to navigate around the Student Learning Center
- Procedures on submitting paperwork and petitions
- CALI homework assignments
- Westlaw legal research capabilities
- Review of the Honor Code

Workshop V-Briefing Cases
- The importance of briefing cases
- The components of a brief
- Step by step introduction on how to properly brief a case

Workshop VI – Strategies for Learning During Class
- Notetaking and interaction with your professor.
- Participation and engagement

Workshop VII – Strategies for Organizing Your Learning
- Outlining
- Use of flashcards
- Use of graphic organizers

Workshop VIII – Memorization Techniques
- Use of outlines and flashcards
- Use of mnemonics
- Use of imagery
- Practice exams as a memorization tool.

Workshop IX – Success Strategies for Professional Skills Courses
- How to write in proper legal form
- Introduction to I-R-A-C
- How diverse issues affect legal writing
- The need for proper documentation in the legal field

Workshop X – Preparing for and Taking Exams
- Overcoming exam-related stress
- Practicing time management during exams
- Memorization and automaticity
- Exam writing techniques
- Performing well on multiple choice exams
- Performing well on essay exams

Workshop XI- Student/ Alumni Insights
- Q & A sessions where current students & alumni share their experiences
Academic Integrity

The faculty and the students of the Abraham Lincoln University School of Law have established an Honor Code (see Appendix A: ALU Honor Code) to reinforce the personal and academic integrity of our law students and prepare them for their professional and legal responsibilities as sworn officers of the court. Under Article I of the Abraham Lincoln University Honor Code, a law student shall not lie, cheat, steal, interfere with another student’s academic pursuits, falsify or misuse academic records, or fail to report another student’s breach of these rules. For further information regarding the Abraham Lincoln University Honor Code and responsibilities there under, please consult the appropriate section of the Student Handbook.

Cheating and plagiarism are inconsistent with the academic excellence the University expects and will be dealt with vigorously. Cheating includes, but is not limited to, looking at another’s examination paper, using unauthorized notes during an exam, consulting notes or references during a closed exam. Plagiarism is the presentation or representation of another's work as one's own work, such as presenting ideas or words of a source without noting in the submission the source.

No credit will be given for homework that is not the original work product of the submitting student. Copying commercial case summaries and turning them in as the student's work will be considered to be plagiarism. Students will receive credit only for their own original work. Plagiarism may be grounds for dismissal from the University.

Individual instructors, in cases of questionable academic integrity, may fail a student for that examination, assignment or course. The instructor may refer the circumstance to the Academic Standards Committee for review and final action. The Dean of School of Law may fail a student in an exam, in a course, or expel a student for cheating or plagiarism.
First-Year Law Students’ Examination (FYLSX)

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 the Rules of the State Bar of California (Admissions 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 will 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.

For additional information check with the Committee of Bar Examiners of California First Year Law Students’ Examination web site at:

http://admissions.calbar.ca.gov/EXAMINATIONS/FirstYearLawStudentsExamination.aspx

The examination covers the following subjects:

- Contracts
- Criminal Law
- Torts

Answers based upon legal theories and principles of general applicability are sufficient; detailed knowledge of California Law is not required.

Please see also Academic Requirements for First-Year Law Students’ Examination (FYLSX) section in the School of Law catalog.
Admission to Practice

The California State Bar was created by the state legislature in 1927 as a public corporation within the judicial branch of government. It serves as an arm of the California Supreme Court and all State Bar members are officers of the court. Membership in the State Bar of California gives attorneys the right and privilege of practicing law in this state.

Abraham Lincoln University School of Law is registered with the Committee of Bar Examiners of the State Bar of California as an unaccredited law school. We award our graduates a Juris Doctor degree under that authority.

The Juris Doctor degree program is completed through approximately four years of coursework. Graduates are eligible to sit for the California Bar Examination. Upon passing the bar, receiving a passing score on the MPRE, and not being in arrears on family support obligations, and meeting all applicable requirements of the moral character evaluation, they become full members of the State Bar of California.

The method of instruction at this law school for the Juris Doctor degree program is principally by technological means including interactive classes. 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 of the Rules of the State Bar of California (Admissions 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 one year of legal study.

Study at, or graduation from, this law 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.
University Faculty

Full-time Faculty

Daryl Fisher-Ogden
B.A., University of California, Berkeley
J.D., University of California, Hastings College of the Law
MLIS, San Jose State University
Ph.D., in Historical Theology, University of Notre Dame
Dean of University Programs & Chief Administrative Officer

Hyung J. Park
B.A., Sogang University, Seoul, Korea
M.B.A., University of Minnesota, Minnesota
J.D., Loyola Law School, Los Angeles, California
President & CEO, Dean of School of Law

Jessica K. Park
B.A., Stanford University, California
J.D., Stanford Law School, California
Chief Information Officer & Professor of Law

Daniel Jung
B.S., University of California, Los Angeles
J.D., Western State University College of Law
Professor of Law and Attorney

Adjunct Faculty

Valfrid T. Anderson
B.S. San Francisco State University
J.D. University of California, Berkeley, Boalt Hall
Adjunct Professor and Practicing Attorney

Raymond E. Chao
B.A., University of Illinois at Urbana-Champaign
M.A., DePaul University
J.D., Loyola University of Chicago School of Law
L.L.M., Loyola University of Chicago School of Law
Adjunct Professor and Practicing Attorney

Dixon L. Gardner
B.A., Brigham Young University
M.B.A., New York University, Stern School of Business
J.D., Brigham Young University, J. Reuben Clark Law School.
C.P.A. and Tax Accountant
Adjunct Professor and Practicing Attorney

David Graubert
B.A., Adelphi University, New York
J.D., Stanford Law School, Stanford, CA
Adjunct Professor
Vincent S. Green  
B.A., University of Michigan  
M.F.A., University of Virginia  
J.D., Washburn University Law School  
Adjunct Professor and Practicing Attorney

Randall Harris  
B.A., University of California, Los Angeles, CA  
J.D., McGeorge School of Law, University of the Pacific  
Los Angeles County Counsel, Principal Deputy County Counsel, Dependency Section Head  
Adjunct Professor

Richard Hoang  
B.S., University of California, San Diego  
J.D., Southwestern University School of Law  
Adjunct Professor and Practicing Attorney

The Honorable Ray G. Jurado  
B.A., Yale University  
J.D., University of California, Los Angeles, School of Law (UCLA)  
Judge, Los Angeles Superior Court  
Adjunct Professor

K.C. Knox  
B.A., University of California, Santa Barbara  
J.D., University of San Diego School of Law  
Adjunct Professor and Practicing Attorney

Halie Leonard  
B.A., University of Southern California  
J.D., Santa Clara University School of Law  
Adjunct Professor and Practicing Attorney

Kito Robinson  
B.A., University of California, Berkeley  
J.D., Howard University School of Law  
Adjunct Professor and Practicing Attorney

Yalda Neil  
B.A., University of California, Berkeley  
J.D., University of Southern California, Gould School of Law  
Adjunct Professor and Practicing Attorney
Academic Freedom

Abraham Lincoln University adheres to the following principles of academic freedom. As a higher education institution, ALU holds the pursuit of education in highest regard and strives to provide an environment that promotes the pursuit of truth and mutual respect to support the generation of new knowledge and reasoned argument based on scholarly justification.

Students and faculty are expected to adhere to academic integrity, the highest ethical standards, and professional conduct in all processes and practices. It is reasonable that the teaching and learning environments will be open to diverse opinions and voices and that the same course content can be presented in multiple ways in order to achieve the same outcome goals. Teaching and learning styles may differ and it is not unexpected that differences in styles, opinions, and approaches may occur.

Toward these ends and in respect for diversity, the following guidelines should be followed:

1. Abraham Lincoln University recognizes that each faculty member will express his or her opinions and philosophies freely without censorship. Concurrently, it is important that faculty members realize their responsibility to this University to make their students understand that their expression does not represent the opinions of Abraham Lincoln University.

2. The thorough discussion of topics from diverse perspectives within the faculty members’ subject is encouraged. Controversial subject matter outside of each faculty member’s area of expertise is strongly discouraged within courses.
5. Tuition, Fees and Financing Options

Abraham Lincoln enrolls students on a year-by-year basis for each year required to complete the program. The Juris Doctor (J.D.) program can be completed in approximately four years when the student enrolls for 52 weeks (average) per year.

Schedule by Academic Year

Tuition is charged on a per year basis as shown below. All tuition and fees are payable in full at the time of enrollment unless a student chooses the installment payment option or an educational assistance program.

<table>
<thead>
<tr>
<th>Academic Year</th>
<th>Tuition per Academic Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Year</td>
<td>$8,000</td>
</tr>
<tr>
<td>Second Year</td>
<td>$8,000</td>
</tr>
<tr>
<td>Third Year</td>
<td>$8,000</td>
</tr>
<tr>
<td>Fourth Year</td>
<td>$8,000</td>
</tr>
</tbody>
</table>

Total Tuition $ 32,000

Fees and Non-Tuition Charges

In addition to tuition, the typical fees and charges are listed in the table below:

<table>
<thead>
<tr>
<th>Table 1: Fees and Non-Tuition Charges</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application</td>
</tr>
<tr>
<td>Registration (One-time per Program)</td>
</tr>
<tr>
<td>External Academic Resources</td>
</tr>
<tr>
<td>Official Transcript</td>
</tr>
<tr>
<td>Unofficial Transcript</td>
</tr>
<tr>
<td>Academic Petition Fees</td>
</tr>
<tr>
<td>A) Leave of Absence</td>
</tr>
<tr>
<td>B) Reinstatement</td>
</tr>
<tr>
<td>C) Early Exam</td>
</tr>
<tr>
<td>D) Special Academic</td>
</tr>
<tr>
<td>E) Late Exam</td>
</tr>
<tr>
<td>F) Re-Grade Essay</td>
</tr>
<tr>
<td>Graduation</td>
</tr>
<tr>
<td>Duplicate Diploma</td>
</tr>
<tr>
<td>Returned Checks/Credit Card Charge Back</td>
</tr>
<tr>
<td>Late Monthly Payment Charges</td>
</tr>
</tbody>
</table>
Registration and External Academic Resources Fee

A one-time Registration Fee of $100 for the full Juris Doctor degree program is charged at the time of enrollment into the first year of study. See the Cancellation, Withdrawal and Refund Policy below for details on the student’s rights and obligations for this fee.

An External Academic Resources Fee of $100 is charged for each year of study. This fee covers annual online access to Westlaw ($50) and Exam Soft ($50).

Textbooks and Study Materials

The textbook required for each of the courses throughout the period of study is presented in the syllabus of each course. The list of course textbooks includes the approximate price of each of the textbooks, and resources where students can go online and choose the most reasonable price to meet their course needs.

Tuition and fees do not include cost for books and study materials. Books and study materials for courses are the responsibility of the student. The best effort estimate cost of textbooks and other materials per year of study is $750; therefore, the best effort estimate of books for four years of study in the JD program is $3,000. A current list of required textbooks and materials, including title, author, publisher, ISBN and best estimates of their fair market price, is located on the University website (www.alu.edu).

Payment Schedule and Requirements

The typical tuition payment schedule for first year students is shown below:
- A down payment of $2,200 is due at the submission of this enrollment agreement.
- The balance of the tuition will be paid in approximately ten (10) monthly payments of $545 and a last payment of $550, depending upon total student charges.
- Payment is due on the 1st day of each month following the first month of study.
- The annual percentage rate (APR) for interest is zero (0) percent.
- Students who fail to make timely payments may forfeit their rights and privileges as students of Abraham Lincoln University.

For second year and third year students, a similar plan would include a down payment of $2,200, ten (10) monthly payments of $545 and a last payment of $450. A similar plan for fourth year students would include a down payment of $2,200, ten (10) monthly payments of $545 and a last payment of $700.

Candidates for graduation will receive a diploma or certificate when all school obligations have been paid in full. Transcripts will not be issued for students with outstanding past due accounts. Students with past due accounts may not be certified to sit for the First-Year Law Students’ Examination (FYLSX) or the California Bar Examination (CBE).

While every effort is made to maintain student costs at a reasonable level, the University reserves the right to modify annual tuition, tuition policies or fees and schedules.
Academic Standing and Eligibility for Department of Veteran Affairs Benefits

If law students using Department of Veteran Affairs educational benefits are placed on academic probation after a course or upon admission, they must improve their academic standing within the next two following courses, or else lose their eligibility to use Department of Veteran Affairs educational benefits for the Juris Doctor program.

Cancellation, Withdrawal and Refund Policy

The University policy for cancellation, withdrawal and refunds is pursuant to the prescribed standards established by the Accrediting Commission of the Distance Education and Training Council (DETC).

Student’s Right to Cancel

A student may cancel an Enrollment Agreement or withdraw from the University at any time.

Any money due the student will be refunded within 30 days. The student has a right to a full (100%) refund of all money paid less the non-refundable fees if cancellation is within five (5) calendar days after midnight of the date the Enrollment Agreement was signed.

A student who cancels or withdraws later than five (5) days after midnight of the day on which the enrollment agreement is signed will be subject to a one-time, non-refundable Registration Fee and an External Academic Resources Fee of $100.

A student may withdraw from a course or program and receive a refund by providing a written notice to the Registrar at the ALU postal mailing address or via email to registrar@alu.edu.

The student will receive a full refund for paid courses that were not started at the time of withdrawal. If the student received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial program funds. If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.
Notwithstanding non-refundable portion of tuition, a refund of the remaining tuition will be based on the following table(s):

<table>
<thead>
<tr>
<th>Length of Course</th>
<th>Refundable Tuition Due AFTER:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-6 weeks</td>
<td>1st week 70%</td>
</tr>
<tr>
<td></td>
<td>2nd week 40%</td>
</tr>
<tr>
<td></td>
<td>3rd week 20%</td>
</tr>
<tr>
<td></td>
<td>4th week 0%</td>
</tr>
<tr>
<td>7-10 weeks</td>
<td>1st week 80%</td>
</tr>
<tr>
<td></td>
<td>2nd week 60%</td>
</tr>
<tr>
<td></td>
<td>3rd week 40%</td>
</tr>
<tr>
<td></td>
<td>4th week 20%</td>
</tr>
<tr>
<td></td>
<td>5th week 0%</td>
</tr>
<tr>
<td>11-16 weeks</td>
<td>1st week 80%</td>
</tr>
<tr>
<td></td>
<td>2nd week 70%</td>
</tr>
<tr>
<td></td>
<td>3rd week 60%</td>
</tr>
<tr>
<td></td>
<td>4th week 50%</td>
</tr>
<tr>
<td></td>
<td>5th week 40%</td>
</tr>
<tr>
<td></td>
<td>6th week 30%</td>
</tr>
<tr>
<td></td>
<td>7th week 20%</td>
</tr>
<tr>
<td></td>
<td>8th week 10%</td>
</tr>
<tr>
<td></td>
<td>9th week 0%</td>
</tr>
</tbody>
</table>
6. Student Affairs Policies and Procedures

Change of Address

Students must keep contact information current with Abraham Lincoln University School of Law. Students may update their contact information by submitting a Change of Address form, located on the Student Center page of the Student Learning Center, to petitions@alu.edu.

Leave of Absence

Students may apply for a Leave of Absence. The student must settle all accounts before a Leave of Absence becomes effective. The student is responsible for tuition for classes offered before the Leave of Absence becomes effective. If such leave is granted, the student should be aware that the student might not meet the California Bar requirements of continuous enrollment (please see Continuous Study Rule Requirements section). The Committee of Bar Examiners requires a 48-52 continuous study period each year. A student who leaves in the middle of an academic year may be in jeopardy of losing credit for some or all of the coursework completed during that year.

If a student fails to pass the FYLSX after three opportunities, that student shall be administratively dismissed. The student will not be allowed to enroll in any classes until the FYLSX is passed.

Withdrawal

A student will receive a course grade of W (withdrawal) if the student withdraws from the course prior to the elapse of 60% of the course by presenting a written petition to withdraw to ALU’s Academic Standards Committee. Any course with a W shall not affect GPA. After the elapse of 60% of the course, students withdrawing from the course shall receive the actual grade earned in the course.

If such withdrawal is granted, the student should be aware that the student might not meet the California Bar requirements of continuous enrollment (please see Continuous Study Rule Requirements section). The Committee of Bar Examiners requires a 48-52 continuous study period each year. A student who leaves in the middle of an academic year may be in jeopardy of losing credit for some or all of the coursework completed during that year.

Incomplete

Upon written request by a student and at the discretion of the Academic Standards Committee, a student may receive a course grade of I (incomplete) where the student has incomplete academic work at the end of the course for justifiable reasons as described in writing to the Committee. In such circumstances, the Academic Standards Committee shall notify the student in writing of the time period within which the student must submit any incomplete work, in no case greater than six weeks. At the end of the period of extension, all work not completed shall be assigned a grade of 0 and the final grade for the course will be entered.
Examination Date Changes

Abraham Lincoln University permits students to take late exams, but students must submit a petition to the Academic Standards Committee, must pay a petition fee of $10, must receive approval of his or her petition, and then must pay an additional $90 in order to become eligible to sit for a late exam. The student must pay this fee even if he or she ultimately does not show up for the late exam.

Late exam fee waivers are only permitted in these circumstances:

1) Five Hour Time Zone Rule: Student will take test in a time zone that is more than five hours different from Abraham Lincoln University’s time zone (PST). In this case, students may take the exam on what would be technically the next day according to PST time. However, they will not be charged an additional $90 fee.

2) Personal Emergency/Undue Hardship: When a student petitions for a late exam, student must submit a writing about emergency circumstances or circumstances that constitute undue hardship for student to take the exam at the appointed time. Documentation (doctor’s letter, etc.) must be provided at the time of petition.
   a. Primary Caretaker Issue: A student may petition about circumstances affecting themselves or affecting a person for which they have primary caretaker responsibilities. There should be supporting writings from the student or documentation to show these primary caretaker responsibilities.
   b. Medical Reasons: Ongoing medical reasons fall into this category and require a doctor’s letter.
   c. Family Death: Death in the family counts as a circumstance that is a undue hardship, if the death is recent and if the student submits an obituary or death certificate for a member of an immediate family member.

3) Exam on Holiday Exception: In the case where an exam time falls on a holiday (Christmas, New Years, etc.), but ALU chooses to set the exam time earlier so that students do not need to take an exam during the holiday, a student may elect to choose to take an exam during that holiday at the original exam time without needing to pay a late exam fee.

Students must sign an Honor Code form and follow proper exam-taking procedures according to ALU’s Honor Code.

Course Repeat Policy

If a student fails a course by receiving below 60 as the final course grade, he/she must repeat the course and pay tuition for the repeated course. When a course is taken a second time, however, the original grade shall also remain on the transcript. The student is not automatically academically dismissed unless that student's yearly GPA falls below 60 or unless the student was on academic probation prior to the failed course and has failed to achieve a cumulative GPA of 70 or higher.
**Independent Study**

Abraham Lincoln University utilizes a form of independent study for the School of Law Juris Doctor program. Students who require a specific class at a time that the class is not being taught live, or who have already taken the courses that are being taught live, and who need to take another course in order to engage in continuous study, are eligible for independent study.

The criteria for the courses are:
1. Students are assigned to a law professor who will facilitate the class.
2. Required course start and end dates are established, and student receives a syllabus.
3. The class is taught from the textbook(s) and/or recorded/archived study materials that are used when the course if taught in its normal cycle.
4. Archived lectures, if available from previous live classes, are viewed or downloaded in video and/or audio MP3 formats by the student.
5. The student shall meet with the professor on a weekly basis.
6. Assessments are required on the terms established in the syllabus for the class to measure satisfactory academic progress.
7. Regular and interactive participation and study is required.
8. Students shall document their study by regularly completing the study log.
9. Interaction between the student and faculty member is conducted during the class on a regular basis for the duration of the course.
10. A written examination is given, or substantial oral or written work is required.
11. A final grade is issued for the course based on the terms set forth in the syllabus.

**Auditing an ALU Law Degree (J.D.) Course**

1. **Eligible Participants**
   - ALU Students – active status (students continuing other coursework while auditing a different course)
   - ALU Students – leave of absence.
   - ALU Students – former; no longer enrolled.
   - ALU Graduates.

2. **Eligible Courses**
   - Eligible participants may audit any ALU course that is designated as an auditable course.

3. **Student Records**
   - A student record for students auditing courses will be created and maintained by ALU to verify that the required academic criteria are met.

1. **Tuition and Fees for Auditing**
   - Auditing fees shall be the same as the regular tuition with one exception: students, who took the same course and completed the course with 70 or above, may audit the same course with 50% of the regular tuition.
   - For students taking a course at 50% tuition, course tuition is determined based upon the number of units in the course (e.g., LF100A Contracts A; $8000.00 / 35 QU = $228.57 per QU x 7 QU = $1,600 x .50 = $800).
   - Fees are $50.00 for registration; $100.00 for External Academic Resources, if needed for the audited class.
Online Resources and Content Partners

All students are given access to CALI and Westlaw to augment their courses and conduct legal research. These are two of the most comprehensive and up to date legal resources available anywhere. Learning with these tools also enables students to become adept with the legal Internet tools that are needed in professional practice.

CALI is a U.S. 501 (c)(3) non-profit consortium of 170 law schools that researches and develops computer-mediated legal instruction and supports institutions and individuals using technology and distance learning in legal education. CALI was incorporated in 1982 and welcomes membership from law schools, paralegal programs, law firms and individuals wishing to learn more about the law.

Westlaw is the predominant online legal research provider. Westlaw® is an online legal research service providing quick, easy access to West’s vast law library collection of statutes, case law materials, public records and other legal resources, as well as current news articles and business information. All students receive a Westlaw account which they can access from the Internet.
Technology Requirements

The computer equipment utilized to access our online program must meet the minimum requirements below. Note that the minimum computer and software requirements may evolve during a student’s course of studies, in particular as third-party vendors discontinue support for older versions of a product.

Minimum Hardware and Operating System

- 2.0 GHz or faster Intel or AMD Processor
- 2 GB RAM or more
- Windows Vista or greater or Mac OS (10.6 or greater)
- Web camera, microphone and speakers

Software

- Google Chrome or Firefox with Adobe Flash Player 11.0 or higher
- MS Word 2003 or higher or a word processor that can create files with the following extensions: .doc (MS Word 2003), .docx (MS Word 2007), or a standard .rtf (rich text format)
- Adobe Reader 9.0 or higher (downloaded from the Internet)

Internet Connection

- A reliable broadband Internet connection, either cable or DSL of at least 2Mbps speed for adequate audio video quality
- An email address that will accept all emails, including attachments, from the domain name alu.edu
- Note: Students are presumed to receive the messages sent to designated email addresses. It is the responsibility of the student to ensure that messages from ALU Law School are not blocked and that the mailbox is not too full to receive messages.

Technological Competency

- Ability to use email to correspond
- Ability to access, create, and save documents in MS Word or standard.rtf (rich text format)
- Ability to browse the Web
7. Students Rights and Responsibilities

Maintenance and Confidentiality of Student Privacy and Records

The California Administrative Code Section 18804(a) requires colleges and universities to maintain student records for a period of five years after final enrollment, with exception of the student's permanent record.

Abraham Lincoln University’s policy regarding confidentiality and student privacy is in keeping with the Family Educational Rights and Privacy Act (FERPA) and DETC Standard II. L. Student Privacy, Integrity and Identity, which afford students certain rights with respect to their education records, a summary of which follows:

- The right to inspect and review the student's education records within 45 days of the day Abraham Lincoln University receives a request for access
- The right to request the amendment of the student's education records that the student believes are inaccurate
- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent
- One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. School officials are individuals or entities working for or on the behalf of the educational institution. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
- As allowed within FERPA guidelines, Abraham Lincoln University may disclose education records without consent to officials of another school, upon request, in which a student seeks or intends to enroll
- The right to file a complaint with the U.S Department of Education concerning alleged failure by Abraham Lincoln University to comply with the requirements of FERPA

At its discretion, Abraham Lincoln University may provide directory information in accordance with the provisions of the Family Education Rights and Privacy Act. Directory information is defined as that information which would not generally be considered harmful or an invasion of privacy if disclosed.

To protect student privacy, student's directory information is released only upon approval of the Registrar. Students may withhold directory information by notifying the Registrar in writing; please note that such withholding requests are binding for all information to all parties other than for those exceptions allowed under the Act. Students may access their rights to the Maintenance and Confidentiality of their Student Records as outlined under FERPA within the Student Handbook.
Student Formal Grievance Procedures

The School of Law grievance policy addresses issues requiring resolution and promotes honesty and respect inherent to the educational work of students and faculty. This policy is applicable to students, administrators and faculty of ALU.

A grievance may involve a complaint that includes administrative issues, financial issues, technical issues, faculty performance, grading, program content, program effectiveness/expectations, or library services.

ALU will review all grievances in a timely, fair, and equitable manner. If the complaint concerns a faculty member or administrator, ALU will consult with the faculty member regarding the complaint.

ALU notifies students and other interested parties regarding how to make complaints to state agencies and accrediting agencies by providing contact information in the Accreditation and Regulation section of the JD catalog.

Step 1.
If a grievance has not been satisfactorily resolved by informal procedures, the student or interested party may file written grievance with the Dean of School of Law within 60 days of the act or event which is the subject of the grievance, by submitting the Formal Grievance Petition, available on the ALU website. Within five working days of receiving the grievance, the Dean shall conduct any necessary investigation and meet or call with the student or interested party in an effort to resolve the grievance. The Dean shall present all concerned parties with a written answer to the grievance within ten working days after the meeting or calls.

Step 2.
If a grievance has not been satisfactorily resolved at step 1, the student or interested party may file the written grievance with the Academic Standards Committee within ten working days of receiving the answer at step 1. All information presented at step 1 shall be included with the grievance, and the Dean shall submit to the Academic Standards Committee a report describing attempts to resolve the grievance at step 1.

Within ten working days of receiving the grievance, the Academic Standards Committee shall conduct any necessary investigation and meet with the student or interested party in an effort to resolve the grievance. The Academic Standards Committee shall present all concerned parties with a written answer to the grievance within ten working days after the meeting.

Step 3.
If a grievance has not been satisfactorily resolved at step 2, the student may file a written appeal to the President of Abraham Lincoln University within five working days of receiving the answer at step 2. All information presented at steps 1 and 2 shall be included with the appeal, and the Academic Standards Committee shall submit to the President a report describing attempts to resolve the grievance at step 2.

The President shall make a decision within 30 days of the written appeal and shall mail the decision to all concerned parties. The President’s decision shall be final.
Non-Discrimination Policy

Abraham Lincoln University does not discriminate on the basis of race, color, national origin, sex/gender, disability or Vietnam-era veteran status in its educational programs, activities or employment practices. The University complies with Title IX of the Education Amendments of 1972, Titles VI and VII of the Civil Rights Act of 1964 and regulations, Section 504 of the Rehabilitation Act of 1973, and the American's with Disabilities Act of 1990.

Americans with Disabilities Act

In seeking to provide a fair environment for all students who wish to learn and strive to succeed, Abraham Lincoln University acts in compliance with the Americans with Disabilities Act (ADA), along with other local, state and federal requirements regarding disabled students. ALU makes every effort to provide reasonable accommodations for students who qualify under ADA.

Section 504 of the Rehabilitation Act is a national law that protects qualified individuals with disabilities from discrimination based on their disability. For purposes of educational access at ALU, qualified individuals with disabilities are persons who, with reasonable accommodation, can access and perform the essential functions to meet prescribed academic requirements of courses and programs.

Reasonable requests for accommodation must be based upon documentation that meets Abraham Lincoln University’s published criteria and does not create “undue hardship”. Undue hardship is defined as an action requiring significant difficulty or expense when considered in light of factors such as the university’s size, financial resources, and the nature and structure of its academic and student service operations. Requests for accommodation must not compromise academic requirements essential to proper completion of courses and programs. Under this definition, courses and programs need not be substantially altered or academically compromised to match the specific needs of disabled individuals.

Requesting Disability Accommodations

In order to request disability accommodations, students must inform Abraham Lincoln University that they have a qualified disability. No accommodations may be made before the school has been notified of a disability through the submission of proper documentation. Documentation must be provided at least 30 days in advance of any accommodation requests. The responsibility for ensuring that this documentation is submitted on time is solely the student’s.

For pre-existing conditions, applicants are advised to submit accommodation requests during the admission process, prior to enrolling into any course or program. Existing students are advised to submit accommodation requests before completing required coursework. Completed coursework that precedes an accommodation request may not be resubmitted. This includes all required assessments and course events listed in each syllabus, assigned by the faculty member or other ALU employee.
The process for requesting reasonable disability accommodations includes:

- Applicant provides written statement with documentation outlining disability to Abraham Lincoln University.
- Documentation reviewed by ALU staff.
- Applicant is notified of finding in writing by ALU within 30 days of receiving the documentation.
- If documentation is deemed incomplete by ALU, applicant is notified to provide additional, or clarify existing, documentation.
- Only information directly related to the accommodation will be shared within ALU; medical history will be treated in confidence.

**Required Disability Accommodation Documentation**

Documentation differs depending upon the type of disability. To be sure that your accommodation request will be fully considered, please include all of the following:

- Detailed clinical/medical diagnosis of the disability including learning, mental and physical restrictions and limitations.
- Names, dates, and results of all diagnostic tests, including professional evaluation of the results.
- Description of student limitations in activities related to the ability to enroll and complete the academic requirements of ALU courses and programs.
- Specific accommodation recommendations related to ALU academic activities and to the diagnosis.
- Disability evaluator’s professional credentials, licenses and experience related to the applicant’s specific accommodation request.
- For applicants or students for the School of Law Juris Doctor program, additional documentation is required:
  - Information on Law School Accommodations from the California State Bar
  - Complete and submit Testing Accommodations B

Additional guidance for documenting specific disabilities may be found on the College Board website at the following link:
http://professionals.collegeboard.com/testing/ssd/application/disabilities. If the link is inactive, go to the website student home page at http://student.collegeboard.org/. Use the search function to locate “documenting specific disabilities.”

**Documentation Time Limits**

Disability accommodation documentation time limits vary based upon the disability:

- Three years for a learning disability for applicants/students under 21 years of age. For applicants/students over the age of 21, documentation older than three years is acceptable if clinical testing was completed after the age of 18.
- Six-months for a qualified mental disability.
- Documentation in regards to physical disabilities may vary. For permanent conditions, any documentation meeting the ALU criteria will be considered regardless of the date of the documentation.
- One-year for temporary physical disability.
**Appeal of Denied or Modified Accommodation Requests**

Applicants and students may appeal denied accommodation requests. The appeal must be in writing and submitted within 15 days of the accommodation denial or modification. ALU does not retaliate against individuals who file a discrimination charge, testify, or participate in any way in an investigation, proceeding, or litigation under the ADA.

**For further information from ALU regarding the Americans with Disabilities Act**

For more information regarding ALU’s compliance with the Americans with Disabilities Act, please contact admissions@alu.edu via email or call toll free at (866) 558-0999. An admissions representative will answer or route your questions to the appropriate university representative.

You may send your documented accommodation request to Student Affairs at Abraham Lincoln University in a number of ways:

1. Email with attachments to: studentaffairs@alu.edu
2. Fax to: 213.252.5113
3. Mail or ship through a carrier with document tracking capability to:
   Abraham Lincoln University
   3530 Wilshire Blvd - Suite 1430
   Los Angeles, CA 90010

**Drug Abuse Prevention Policy**

Abraham Lincoln University is committed to promoting a drug-free learning environment. The University has a vital interest in maintaining a safe and healthy environment for the benefit of its employees and students. Dignity and self-respect are essential components to the mission of the University. The use of performance-impairing drugs can impair judgment and increase the risk of injuries.

Consistent with the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226), all students and employees are advised that individuals who violate Federal, State or Local laws and campus policies are subject to University disciplinary action and criminal prosecution. The possession, use or distribution of a controlled substance or dangerous drugs, or any drug unlawful to possess, e.g. marijuana, except as expressly permitted by law, is a violation of law and of campus policy.

Penalties may include required participation in and completion of appropriate rehabilitation programs in addition to federal, state and local sanctions.

Students should be aware there are significant psychological and physiological health risks associated with the use of illicit drugs and alcohol. Physical addiction, loss of control and withdrawal syndrome as well as serious damage to vital organs of the body can result from drug and alcohol abuse.
The following resources are available for assisting employees and students with possible problems of chemical abuse:

<table>
<thead>
<tr>
<th>Resource</th>
<th>URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alcoholics Anonymous Support Group</td>
<td><a href="http://www.aa.org/?Media=PlayFlash">http://www.aa.org/?Media=PlayFlash</a></td>
</tr>
<tr>
<td>National Institute on Alcohol Abuse and Alcoholism</td>
<td><a href="http://www.niaaa.nih.gov/Pages/default.aspx">http://www.niaaa.nih.gov/Pages/default.aspx</a></td>
</tr>
<tr>
<td>Mayo Clinic</td>
<td><a href="http://www.mayoclinic.com/health/alcoholism/DS00340">http://www.mayoclinic.com/health/alcoholism/DS00340</a></td>
</tr>
</tbody>
</table>

**Effects and Symptoms of overdose, withdrawal and misuse of alcohol and drugs**

A description of alcohol and drug categories, their effects, symptoms of overdose, withdrawal symptoms and indications of misuse can be found at:

<table>
<thead>
<tr>
<th>Resource</th>
<th>URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Substance Abuse and Mental Health Services Administration</td>
<td><a href="http://ncadi.samhsa.gov/">http://ncadi.samhsa.gov/</a></td>
</tr>
<tr>
<td>The Drug Enforcement Administration of the U.S. Department of Justice</td>
<td><a href="http://www.usdoj.gov/dea/concern/concern.htm">http://www.usdoj.gov/dea/concern/concern.htm</a></td>
</tr>
<tr>
<td>Federal Trafficking Penalties</td>
<td><a href="http://www.usdoj.gov/dea/agency/penalties.htm">http://www.usdoj.gov/dea/agency/penalties.htm</a></td>
</tr>
</tbody>
</table>

**Placement Services**

The University does not offer placement services.

**Housing**

Abraham Lincoln University is a distance learning educational institution which does not require any classroom attendance. We do not provide housing accommodations nor do we assist in locating housing.
8. The Juris Doctor Program

Program Description

The Juris Doctor (J.D.) degree is a rigorous and rewarding graduate level program. The J.D. degree consists of 140 quarter units and is completed in approximately four years. Each one-year academic term consists of 35 quarter units (8.7 units per quarter). The four-year semester equivalent is 93 total semester units (11.6 units per semester).

It is designed to educate qualified students using advanced technology to gain admission to the California State Bar and become effective and responsible attorneys. This is achieved through a learner-centered curriculum focused on producing specific learning outcomes in our graduates.

The first year consists of six courses covering material tested on the First-Year Law Students’ Examination (FYLSX); torts, criminal law and contracts, which includes articles 1 and 2 of the Uniform Commercial Code, and Professional Skills I covering legal reasoning, analysis, and writing. After these courses and the FYLSX, the upper level curriculum consists of ten courses generally covering fundamental areas of law required to gain admission to the California State Bar. Through this program of study students will gain an understanding of the pertinent principles and theories of law, their qualifications and limitations, and their relationships to each other. The assignments are designed to enable students to demonstrate knowledge of the legal systems and principles proficiently by engaging in legal analysis, reasoning, and problem solving. The fourth year includes a variety of courses designed to equip students to be a practicing attorney.

Through online discussions, writing assignments and practical skills-based assignments, students will learn to communicate in a through, organized and persuasive manner. Throughout this program students will learn to effectively use informational technologies and strategies to store, retrieve, and analyze information and to undertake factual and legal research. In this program, students will continually practice independent self-assessment in order to recognize professional strengths and weaknesses and to develop strategies to continually improve professional competence.
Year and Course Sequence
The course sequence is listed in the table below.

<table>
<thead>
<tr>
<th>First Year Courses</th>
<th>Course Code</th>
<th>Course Name</th>
<th>Qtr Units</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>LF100A</td>
<td>Contracts A</td>
<td>7</td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>LF100B</td>
<td>Contracts B</td>
<td>6</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>LF200</td>
<td>Criminal Law</td>
<td>10</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>LF300A</td>
<td>Torts A</td>
<td>5</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>LF300B</td>
<td>Torts B</td>
<td>5</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>LF400</td>
<td>Professional Skills I*</td>
<td>2</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL UNITS</strong></td>
<td></td>
<td><strong>35</strong></td>
<td><strong>52</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Upper Level Courses</th>
<th>Course Code</th>
<th>Course Name</th>
<th>Qtr Units</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>LU01</td>
<td>Real Property</td>
<td>8</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>LU02</td>
<td>Wills and Trusts</td>
<td>7</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>LAW712A</td>
<td>Professional Skills II A*</td>
<td>1</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>LU03</td>
<td>Criminal Procedure</td>
<td>4</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>LU04</td>
<td>Corporations</td>
<td>8</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>LU05</td>
<td>Remedies</td>
<td>7</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL UNITS</strong></td>
<td></td>
<td><strong>35</strong></td>
<td><strong>52</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Qtr Units</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>LU06</td>
<td>Evidence</td>
<td>8</td>
<td>12</td>
</tr>
<tr>
<td>LU07</td>
<td>Civil Procedure</td>
<td>8</td>
<td>12</td>
</tr>
<tr>
<td>LU08</td>
<td>Professional Responsibility</td>
<td>4</td>
<td>6</td>
</tr>
<tr>
<td>LU09</td>
<td>Constitutional Law</td>
<td>8</td>
<td>12</td>
</tr>
<tr>
<td>LU10</td>
<td>Community Property</td>
<td>6</td>
<td>10</td>
</tr>
<tr>
<td>LAW712B</td>
<td>Professional Skills II B*</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL UNITS</strong></td>
<td></td>
<td><strong>35</strong></td>
<td><strong>52</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fourth Year Courses</th>
<th>Course Code</th>
<th>Course Name</th>
<th>Qtr Units</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>LU41</td>
<td>Advanced Writing</td>
<td>4</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>LU60</td>
<td>Trial Techniques</td>
<td>4</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>LU61</td>
<td>First Amendment</td>
<td>4</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>LU62</td>
<td>Agency and Partnership</td>
<td>4</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>LU63</td>
<td>Contemporary Ethical Issues</td>
<td>4</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>LU64</td>
<td>Future Interests and Mortgages</td>
<td>4</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>LU66</td>
<td>UCC Section 2,3 and 9</td>
<td>3</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>LU67</td>
<td>Civil Litigation before Trial</td>
<td>4</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>LU68</td>
<td>Products Liability Litigation</td>
<td>4</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL UNITS</strong></td>
<td></td>
<td><strong>35</strong></td>
<td><strong>52</strong></td>
<td></td>
</tr>
</tbody>
</table>

**PROGRAM TOTAL UNITS** | **140** | **208**

*Professional Skills courses run concurrently with other courses.*
Program Objectives and Student Learning Outcomes for the Juris Doctor Curriculum

A. Knowledge and Comprehension

- Demonstrate knowledge and understanding of the pertinent principles, concepts and theories of law, including parameters qualifications and limitations, interdisciplinary boundaries and in relation to the legal community at large
- Recognize and apply the correct controlling statutory or case law to a given legal situation
- Apply basic principles of legal reasoning and logic to a given legal situation
- Recognize the underlying value of academic study to the actual practice of law
- Demonstrate an understanding of the potential impact and practical implications within both the legal community and upon society in general related to the practice of law
- Demonstrate an understanding of the ethical, social and moral implications and responsibilities related to the practice of law
- Demonstrate an understanding of the applications of legal knowledge to the individual student's life outside the actual practice of law
- Demonstrate an understanding of the importance and value of legal study as an academic pursuit and its possible applications to alternative Juris Doctor related programs as well as the legal support industry

B. Analysis and Application

- Identify and analyze the applicable facts at issue, distinguishing primary from secondary or immaterial facts, and applying the relevant rules of law to the facts upon which the resolution of the issues turns
- Apply generalized legal principles to complex and simple, complete and incomplete as well as clear and ambiguous fact patterns with accuracy, acuity and insight
- Abstract legal principles from cases and apply them to other fact situations, often related to actual and important current issues, and reason to sound conclusions of law based on theory and practicality of solution
- Demonstrate proficiency in legal methods of research, including identifying relevant and timely case law, at a level of proficiency sufficient for use in an internship or externship position
- Demonstrate an understanding of legal reasoning and logic as the basis for all legal analysis and its practical application to classic legal analysis
- Demonstrate and apply legal reasoning and logic in the form of actual case analysis, synthesis and statutory analysis; thereafter applying classic techniques of briefing judicial opinions
- Understanding the various forms and structures of legal analysis and their communicative impact on the prospective reader
- Analyze primary and secondary legal materials and deduce how rules from those materials apply to a given legal situation
- Select, organize and interpret facts and apply the law to potential problems and situations within each legal subject area
- Offer instruction and assign individual and group projects designed to simulate actual law office and courtroom conditions
C. Planning and Communication

- Access and use online and other legal resources to research and identify relevant cases, statues and codes to accurately support or refute a legal position in the context of each legal subject area
- Communicate various legal positions and issues, possibly in the alternative in the appropriate written format and in a thorough, organized and legally accepted, cognizable manner
- Apply problem solving skills to generate primary and alternative solutions and develop clear, legally recognized strategies related to the eventual disposition of the issues in controversy
- Demonstrate legal writing and analysis skills including fluent and precise command of legal terminology and a well-structured and persuasive argument
- Demonstrate an appreciation for the nature and functions of various legal documents while developing a practical writing style appropriate for the task at hand
- Demonstrate an understanding of and the difference between neutral, legal and persuasive argument styles and their applicability to the legal profession
9. Course Descriptions

The course descriptions below include all courses offered through Abraham Lincoln University. This includes the program courses and electives. There are five courses in the first year, five courses each for years two and three, and nine courses in the fourth year. There are two elective courses.

LAW712A and LAW712B - Professional Skills II A & B
This course expands upon and further develops the practical professional lawyering skills covered in Professional Skills I. Professional Skills IIA covers basic citation forms as established by the Bluebook, including the citation of constitutions, statutes, cases, books and periodicals, journals and law review articles, and web resources. Professional Skills IIB provides practical instruction in legal research, including research involving treatises, statutes, Restatements, uniform codes and laws, federal regulation, rules, digests, state and federal cases, and practice guides commonly used in state and federal court. The course also instructs students in conducting research using physical publications and electronic based legal research using Westlaw, including use of the Key Cite features to update legal authority. Professional Skills courses run concurrently with other courses.
Quarter Units: 2

LAW753 – Family Law
This course will examine the formation of family relationships, consider the legal attributes of parent-child and husband-wife relationships and examine the dissolution of families through the process of divorce. The student is expected to demonstrate his/her ability to recognize a court’s reasoning and rationale, to identify the issue presented to the court, to discern material facts and immaterial facts, and to ascertain the points of law and fact upon which the case turns. The student's briefs should demonstrate the student's knowledge and understanding of the pertinent principles and theories of, domestic adjudication, community property and family law in general.
Quarter Units: 4

LAW755 – International Business Law
Business today is truly international. This International Business Law course provides a comprehensive look at critical issues and functions in the global legal environment. It provides business and law students an overview of the overall structure of the legal environment in which international business operates today; nation-to-nation relations, multinational enterprises, dispute settlement across national borders, and rules for global trade in goods and services. This course focuses on global legal issues in intellectual property, foreign investment, money and banking, sales, transportation, and financing. It emphasizes the diversity and similarity of how firms are currently regulated and governed around the world. Students complete an original term paper based on original research.
Quarter Units: 4

LAW756 – Communications Law
This course examines the federal, state, and local laws that most directly affect mass communication in the United States. What is communicated, how it is communicated, to whom it is communicated, when and where it is communicated and the effects of that communication all may raise important legal concerns for people throughout the communications industry. This course presents the ongoing conflicts over media rights and our constitutional rights to freedom of expression by examining how the courts rendered their rulings. Students complete an original term paper based on original research.
Quarter Units: 4
**LF100A Contracts A**
Students will study both the common law contract principles relating to contracts for services and the Uniform Commercial Code contract principles relating to contracts for goods. They will learn the rules governing the formation of contracts such as offer, acceptance, consideration and defenses, such as, the statute of frauds, incapacity, illegality, misrepresentation/fraud, duress, unconscionability, undue influence and mistake. Students will also study contractual conditions, third-party rights, assignments, delegations and the law pertaining to the enforcement of contracts, liability and remedies for breach of contract.
Quarter Units: 7

**LF100B Contracts B**
Students will study both the common law contract principles relating to contracts for services and the Uniform Commercial Code contract principles relating to contracts for goods. They will learn the rules governing the formation of contracts such as offer, acceptance, consideration and defenses, such as, the statute of frauds, incapacity, illegality, misrepresentation/fraud, duress, unconscionability, undue influence and mistake. Students will also study contractual conditions, third-party rights, assignments, delegations and the law pertaining to the enforcement of contracts, liability and remedies for breach of contract.
Quarter Units: 6

**LF200 Criminal Law**
Students will examine the common law and the modern criminal justice systems including their theory of punishment, classification of crimes, criminal causation and elements of various crimes. Students will study the criminal culpability rules applicable to perpetrators such as principals, accessories & accomplices. Students will learn the elements of various crimes committed against persons such as homicide, assault, battery, rape and mayhem. They will also study property crimes such as larceny, embezzlement, false pretenses, receiving stolen property, robbery, burglary & arson. Further, students will examine inchoate crimes of attempt, solicitation and conspiracy, and will also learn many affirmative defenses including mistake, self-defense, consent, insanity, duress, necessity, and entrapment.
Quarter Units: 10

**LF300A Torts A**
This course is a survey of civil causes of action for which an injured party may seek redress and compensatory relief in court. Students will learn various theories of tort liability including intentional torts to person and property such as assault, battery, false imprisonment, trespass and infliction of emotional distress. Students will also examine the law relating to causes of action for ordinary and professional negligence, wrongful death, products liability, and dignitary torts such as invasion of privacy, defamation, constitutional torts and nuisance. They will also examine strict liability causes of action such as pet ownership and products liability. Finally, students will examine tort defenses of privilege, mistake, self-defense, consent, necessity, immunity, contributory and comparative negligence and assumption of the risk.
Quarter Units: 5
**LF300B Torts B**

This course is a survey of civil causes of action for which an injured party may seek redress and compensatory relief in court. Students will learn various theories of tort liability including intentional torts to person and property such as assault, battery, false imprisonment, trespass and infliction of emotional distress. Students will also examine the law relating to causes of action for ordinary and professional negligence, wrongful death, products liability, and dignitary torts such as invasion of privacy, defamation, constitutional torts and nuisance. They will also examine strict liability causes of action such as pet ownership and products liability. Finally, students will examine tort defenses of privilege, mistake, self-defense, consent, necessity, immunity, contributory and comparative negligence and assumption of the risk.

Quarter Units: 5

**LF400 Professional Skills I**

This class will introduce students to the fundamental professional skills of necessary to the practice of law. The class is designed to develop basic analytic ability and written communication skills, which are necessary for success as a practicing attorney. To that end, the class will offer instruction in analyzing and synthesizing law from different sources using reasoning strategies commonly used by lawyers. The course will also offer instruction and practice in formatting, drafting, and editing common types of documents utilized by attorneys in the practice of law. Professional Skills courses run concurrently with other courses.

Quarter Units: 2

**LU01 Real Property**

This course will examine common and statutory law with emphasis in the following areas of real property: Types of ownership; possessory and alienable rights and interests in freehold and non-freehold estates; future interests, land covenants, equitable servitudes and easements. Students will focus their studies in the area of the laws related to recordation; use and transfer of property interests, and landlord/tenant law.

Students will research, analyze and apply these principles in the following ways: Integration of content into the practical application of law. The result and applications of these principles will allow student’s to make substantive and procedural arguments for positive and contrary positions of one’s prospective clients.

These verbal and intellectual demonstrations will be based on the statutory and common law, in order to act in the role of representative for any party to a property transaction. Property law will also include the historical development of American law and provide students the opportunity to understand the relationship between legislation property law and public policy.

Quarter Units: 8
LU02 Wills and Trusts
This course will examine common and statutory and case law in the areas of Wills and Trusts. Specific instruction will be given in areas involving intestacy, capacity, formalities and legal constructions of both wills and trusts and how these theories of law impact modern day testamentary transfers of wealth.

Students will research, analyze and apply these principles in the following ways: Integration of content into the practical application of law. The result and applications of these principles will allow students to make substantive and procedural arguments for positive and contrary positions of one’s prospective clients.

These verbal and intellectual demonstrations will be based on the statutory and common law, in order to act in the role of representative for a client pertaining to matters involving wills, trusts, and testamentary documents in general.

Wills and Trusts will also include the historical development of American law and provide students the opportunity to understand the relationship between legislation, probate law and public policy.
Quarter Units: 7

LU03 Criminal Procedure
This course will provide students with instruction related to the procedures required by the Criminal Justice system, both within and independent of the courts, from initial suspicion of a crime to post-conviction. Students will study the rights of the accused in criminal matters by examining applicable provisions of the Bill of Rights.

The Fourth, Fifth, and Sixth Amendment safeguards of the US Constitution are emphasized with the goal being a basic understanding of the laws governing searches and seizures, confessions, double jeopardy, the right to counsel, jury trials, speedy trials, pleas, exclusionary rules and the appellate rights of an accused to enforce constitutional guarantees.

This class will also include the historical development of American law and provide students the opportunity to understand the relationship between legislation, criminal law and public policy.
Quarter Units: 4

LU04 Corporations
This course covers the structure and characteristics of modern business associations including publicly-held companies and closely-held ventures; the creation and organization of corporations; the distribution of corporate power between management and shareholders with emphasis on fiduciary duties of directors, officers and controlling shareholders, and the effects of federal law on corporations, particularly Rule 10b-5, Section 16(b) and the Sarbanes-Oxley Act of 2002.

In addition, this course also attempts to develop skills in statutory construction, analysis and application of these principles. The result of the application of these principles will allow students to make substantive and procedural arguments for positive and contrary positions of one’s prospective clients. This class will also include the historical development of the corporation in America and provide students the opportunity to understand the relationship between the rise of the corporate structure and its effect upon modern society.
Quarter Units: 8
LU05 Remedies
Students will receive instruction in legal and equitable tort and contract remedies generally available to civil litigants. Students will learn how to allege, measure and define the scope of potential monetary damage awards, including restitution, unjust enrichment as well as legal fees, constructive trusts and apportionments. Students will also explore coercive, action driven remedies such as injunctions, specific performance, contempt, and declaratory relief.

In addition, this course also attempts to develop skills in statutory construction, analysis and application of remedial legal principles. The result of the application of these principles will allow students to make substantive and procedural arguments for positive and contrary positions of one’s prospective clients.
Quarter Units: 7

LU06 Evidence
This course teaches the standards of admissibility of evidence in judicial proceedings placing special emphasis on the Federal Rules of Evidence and common law. Among other things, the course will cover relevancy, hearsay, policy-based exclusionary rules, legal privileges, expert and lay witness testimony, opinion testimony, impeachment, authentication, character, habit evidence and presumptions.
Quarter Units: 8

LU07 Civil Procedure
This course provides an introduction to the civil adjudicative process. Over the course of the semester, students will become familiar with the sources of civil procedure and study the rules and processes by which civil matters proceed through the legal system. Students will also study doctrines relating to judicial power and the resolution of civil disputes.

Students will also receive instruction related to understanding the difference between, and the interplay of procedural rules and substantive law; including lessons in personal and subject matter jurisdiction, pleadings, dispositive motions, discovery, and general trial procedures.

The objectives of this course are to teach the substantive law of the subject matter in a comprehensive manner allowing students to consider ethical and professional questions related to the subject matter, and to integrate the subject matter with the analytical and practical skills necessary to the resolution of civil disputes.
Quarter Units: 8
LU08  Professional Responsibility  
This course covers the body of legal and ethical rules governing the practice of law in the United States. For the most part, this course will procedurally be indistinguishable from other law school courses. We will study case law and statutes that comprise the substantive area of law that regulates a segment of our society. However, this course will differ from the others in one important way. The focus of this course will not be on the application of legal principles encountered by future clients (unless they happen to be lawyers), but on the application of the substantive law on you as attorneys.

A continuing theme of the course will be the diversity of sources of legal principles relevant to professional responsibility as well as the relationship among the various sources. We will make use of the American Bar Association’s Model Rules of Professional Conduct (the “Model Rules”). The Model Rules is a very important source of guidance for our conduct as attorneys and serves as a basis for the codes of professional responsibility in a majority of jurisdictions. In addition to each jurisdictions code of ethics, our conduct is also governed by, among others, tort, criminal, agency and constitutional law. Therefore, this course will study the Restatement of the Law Governing Lawyers (the “Restatement”).

We will also study the American Bar Association’s Model Code of Professional Responsibility (the “Model Code”). Although the Model Rules replaced the Model Code, the Model Code remains dominant, or at least a useful source in certain situations. California incorporates portions of both in the California Rules of Professional Conduct and the California Business and Professions Code.

This course will be helpful in preparation for the Multistate Professional Responsibility Examination (the “MPRE”) as well as the California General Bar Examination.
Quarter Units: 4

LU09  Constitutional Law  
This course will study the United States Constitution, the three branches of government, limitations and scope of government power, judicial review, the role of the United States Supreme Court and the Bill of Rights. It will also examine the constitutional distribution of power between the federal and state governments as well as personal liberties under the Due Process Clauses with special focus on fundamental rights, equal protection, freedom of assembly, freedom of the press, freedom of religion and freedom of speech.
Quarter Units: 8

LU10  Community Property  
Students will examine the law relating to California community and separate property, the division of marital assets upon divorce and death of a spouse, marital agreements, business assets, commingling of funds, property improvements, spousal liability for community and separate debts, education expenses, spousal rights to pension and disability income, lawsuit settlements, life insurance proceeds, and management and transfer of community property assets.
Quarter Units: 6
**LU41 Advanced Writing**
This course is an advanced practical workshop designed to sharpen students’ legal writing skills at every stage of the litigation process. Students will initially be required to conduct research for and write office memoranda, points and authorities, bench memoranda, client letters, attorney communications, discovery responses and trial briefs. Additional instruction and emphasis will be placed on persuasive writing skills as they relate to the appellate process. Students will engage in clinical studies by emulating associate, research or private attorneys by responding to letters, task memos or legal documents, ostensibly from attorneys, clients, judges or special interest groups. Students will also utilize sample client files, court documents and law libraries as their tools to gather and analyze facts, research and cite law, apply legal ethics, develop legal tactics and render legal advice in their answers.
Quarter Units: 4

**LU60 Trial Techniques**
This course offers extensive instruction in both analytical and practical applications of the criminal justice system as it relates to the actual trial process. In addition to historical and constitutional procedural considerations, the class will follow a criminal trial through jury selection to the verdict phase of the modern criminal justice system. Students will also receive instruction in courtroom conduct and decorum as it relates to attorneys, including hypothetical situations and ethical considerations. Additional issues such as presentation and evidentiary procedures will be explored and clinical assignments based on the production of documents will be administered. At conclusion of the class, the successful student will acquire enough knowledge and experience in order to, at a minimum, assist in trial preparation including participating in discussions regarding trial procedures and document production.
Quarter Units: 4

**LU61 First Amendment**
This course will cover the various facets of the First Amendment by initially examining the historical and philosophical roots which led to the necessity of written restrictions upon the Federal government in the areas of freedom of speech, press, religion, assembly and association. In particular the course will involve in-depth discussions regarding prior restraints, the free exercise and establishment clauses, and how the due process and equal protection clauses further influence the U.S. Supreme Court’s rulings in this area.

Students will then analyze Supreme Court decisions and through practical application apply the Court’s rulings to contemporary issues including symbolic speech, public displays of religious symbols and political campaign contributions.

Lastly, the course will delve into larger public policy concerns such as censorship, the separation of church and state, alternative religious beliefs and the power of the states to curb these rights in the interest of providing for the safety and welfare of its citizenry.
Quarter Units: 4

**LU62 Agency and Partnership**
This course is a survey of the law of various unincorporated business associations. Its purpose is to acquaint students with the fundamental legal elements of these business relationships and entities. This course will focus on the laws of agency, partnership and LLCs, including formation, termination, fiduciary responsibilities and raising capital concern. Finally, this course will examine some of the types of commercial practices and economic policies that have shaped this area of business entities law.
Quarter Units: 4
LU63 Contemporary Ethical Issues
This course will offer instruction regarding substantive black letter law and concomitant practical applications of legal and ethical considerations governing the professional responsibilities of the legal profession and its relation to the general practice of law.

Students will be required to study and understand the moral and legal implications behind the California Rules of Professional Conduct, the California Business and Professions Code and the American Bar Association’s Model Rules of Professional Conduct (the “Model Rules.”) The course will also offer students an opportunity to apply various rules and regulations to actual examples of attorney misconduct to illustrate the ethical pitfalls inherent in the modern practice of law and to offer substantive direction as to avoid violations that could result in malpractice and disciplinary action.

Additionally, this course will be helpful in preparation for the Multistate Professional Responsibility Examination (the “MPRE”) as well as the California General Bar Examination. Quarter Units: 4

LU64 Future Interests and Mortgages
This course considers the legal issues concerning future interests as they relate to changes in real estate and finance, while at the same time giving thorough instruction in the basic concepts of mortgage and conveyances. Upon completion of this course, students will be able to represent clients in matters regarding real estate and probate as they involve devises, bequests and secured interests with banks and lenders. Students will gain valuable knowledge as it relates to contemporary issues involving liabilities inherent in inheritance, real estate transactions and modern financing.
Quarter Units: 4

LU66 UCC Sections 2, 3 and 9
This course is an advanced writing and practical workshop in legal matters related to the Uniform Commercial Code (UCC), Articles 2, 3, and 9. Students will receive in-depth instruction in basic rules of sales and transactions involving goods between merchants. Instruction will include basic concepts of interpretation regarding contract formation, performance, delivery, breach and damages as those terms are defined under the UCC. Students will also receive instruction in the legal theories behind the UCC, and how commonly accepted business principles influenced these rules regarding merchants and the sales of goods and its importance to the general welfare of our overall economy.
Quarter Units: 3

LU 67 Civil Litigation Before Trial
This course will focus on California Civil Litigation. Students will receive instruction concerning state rules of civil procedure, including statutory and decisional laws related to personal and subject matter jurisdiction, venue, counterclaims, cross-complaints, claim consolidation, joining parties, motion practice, claim and issue preclusion, summary judgment and dismissals. Students will be expected to analyze written hypothetical facts in both areas of law, distill the law from the facts, and individually write essays in a logical, well-reasoned, lawyer-like manner.
Quarter Units: 4
LU68 Products Liability Litigation

This course will cover the various facets of Products Liability Litigation by initially examining the historical and philosophical roots which, in the absence of express contractual obligations, led to the necessity of judicially enforceable restrictions upon designers, manufacturers and resellers in the areas of products liability litigation. In particular the course will involve in-depth discussions regarding US State and Federal court rulings, including the US Supreme Court, as well as statutory interpretation, in this area of tort law.

Students will then analyze various court decisions and statutes, and through practical application apply the various court rulings and legal standards to contemporary issues including warranty, manufacturing, design and labeling defects.

Lastly, the course will delve into larger public policy concerns such as Consumer Safety Acts, the role of trial lawyers as related to consumer protection issues, and general discussion regarding the future of tort reform.

Quarter Units: 4
Appendix A: ALU Honor Code

ALU Honor Code

Preamble
The faculty and the students of the Abraham Lincoln University School of Law establish this Honor Code to reinforce the personal integrity of our law students and prepare them for their professional and legal responsibilities as sworn officers of the court.

Article I - The Honor Code
A law student shall not lie, cheat, steal, interfere with another student's academic pursuits, falsify or misuse academic records, or fail to report another student's breach of these rules.

Article II - Violations
The conduct specified in the following six paragraphs is a violation of the Honor Code only if (1) the conduct is intentional, and (2) it relates to any work intended to result in or lead to completion of work for academic credit from the School of Law, while using the placement resources and facilities, or on or in connection with an application for admission to the School.

a) Lying. Lying is deliberate misrepresentation of a fact, or deliberate omission of facts making an otherwise true statement a misrepresentation.

b) Cheating. Cheating is giving or receiving unpermitted aid in any course or assignment. Law students should assume that no aid is permitted, from other persons or materials of any kind, unless specifically authorized by the professor. Cheating specifically includes plagiarism.

c) Stealing. Stealing is taking without permission any property belonging to another in order to obtain an academic advantage.

d) Interference with academic pursuits. Interference with academic pursuits is any conduct which makes it difficult or impossible for other law students to perform academic work. It must be done with the intention of hindering other students' academic success.

e) Falsification or misuse of academic records. An "academic record" is any paper or electronic version, official or unofficial, of the student's academic record, transcripts, application documents, admission credentials, and academic record transaction documents. "Falsification or misuse" is unauthorized access, use, disclosure, or alteration.
f) **Failure to report a breach of the Honor Code.** Failure to report a breach of the Honor Code is (1) failure to report, pursuant to Article IV(A), actual knowledge that another student has committed a violation of the Honor Code or (2) failure to appear and testify truthfully as a witness in any Informal Hearing conducted under Article IV(C).

g) **Exception for good faith reporting of alleged offenses.** The good faith reporting of an Honor Code violation, whether or not the alleged violator is later charged or convicted with any offense under the Honor Code, may not itself be punished as a violation of the Honor Code.

**Article III - Administration**
The faculty of ALU School of Law shall be responsible for implementing the Honor Code. An Honor Council shall be responsible for administering the Honor Code in accordance with its purpose, scope and procedures.

**A. Honor Council Composition**
1. **Faculty Members** - The Dean or Honor Council Chair shall appoint two faculty members to the Honor Council. Faculty members shall serve a two-year term on the Honor Council on a staggered basis, and are eligible for re-appointment. If a faculty Honor Council member is unable to complete his or her two-year term, the Dean shall appoint a replacement to serve until the end of the term.

2. **Honor Council Chair** - The Dean or President’s appointee shall serve as Chair. It shall be the duty of the Chair to preside at all meetings of the Council, to receive all complaints and allegations of violations of the Honor Code, to address the first-year class concerning the existence and importance of the Honor Code and its procedures, and to perform all duties required by the office.

**B. Student Agreement**
Upon entering ALU School of Law, and periodically, each law student shall be required to sign the following statement:

I, __[Student's Name]__, have read the Abraham Lincoln University School of Law Honor Code, understand it, and agree to abide by its provisions.

**Article IV – Procedures**

**A. Report of Suspected Violations**
A law student or faculty member having actual knowledge that a law student has committed a violation of the Honor Code shall report such knowledge by a signed written complaint filed with the Chair of the Honor Council. In addition, any student or other person who believes there has been a violation of the Code may bring the alleged violation to the attention of the Chair by filing a signed written complaint. The complaint should include a brief account of the facts describing the incident and shall be submitted no later than 30 days after the complainant becomes aware of the incident.

**B. Preliminary Determination**
Upon receipt of a complaint, the Chair shall determine whether the complaint alleges a violation within Article II of the Honor Code. The Chair shall inform the complainant in writing of this decision and the rationale for it. If the Chair believes the reported act falls within Article II of the Honor Code, he or she shall inform the accused person (the
C. Informal Hearing
Within a reasonable time after a complaint alleges a violation within Article II of the Honor Code, the Chair shall convene an Informal Hearing with the Honor Council.

1. Honor Council
   The Honor Council shall consist of the Dean and two faculty members.

2. Notice to Respondent
   The Chair shall inform the Respondent of the time and place of the Informal Hearing.

3. Procedures
   The proceeding shall be conducted informally. Only the Honor Council, the Respondent and his or her legal representative, if any, and, while they are testifying, any necessary witnesses may be present at the hearing. All matters discussed at the hearing are to be held confidential by those present. The Informal Hearing shall be recorded on audio or video tape by the Chair, and only the Chair and the Respondent and his or her legal representative, if any, shall have access to the tape recording without appropriate legal process. The Chair shall be responsible for the security of all records of the hearing, including taped records and any transcripts thereof, and shall make a proper disposition of them when they are no longer needed. The Honor Council may question the complainant, the Respondent, and any other witnesses present. The Respondent shall have the opportunity to present evidence and to question witnesses. The formal rules of evidence shall not apply.

4. Decision
   At the conclusion of the Informal Hearing, the Honor Council shall deliberate on the issue of guilt and, if guilt is found, the appropriate penalty. In deciding the question of guilt, the preponderance of the evidence standard shall be applied by the Honor Council. A decision by a vote of at least three Honor Council members on the issue of guilt and/or on the appropriate penalty shall be considered a recommendation to the President and shall be overridden by the President only if he or she considers the recommendation to be clearly erroneous based on the evidence adduced at the Informal Hearing. If the Honor Council splits evenly on the issue of guilt or the appropriate penalty, the Chair shall decide the question(s) based on his or her own view of the preponderance of the evidence adduced at the Informal Hearing.

5. Penalties
   In determining the penalty to be recommended and applied, the Honor Council shall include in their consideration the seriousness of the violation, the degree of willfulness and premeditation, and the truthfulness of the Respondent throughout the Informal Hearing. If the penalty is suspension, a student may be suspended for a reasonable amount of time, which may include the time required for treatment or rehabilitation. Possible penalties for each of the categories of Honor Code violations may include: a failing grade in the course, a written reprimand, the loss of privileges, and suspension or expulsion.
D. Final Action
At the conclusion of the Informal Hearing, the Honor Council shall reach a determination on
the issue of guilt and, if guilt is found, on the appropriate penalty. Within a one week, the
Chair shall inform the Respondent, and the complainant. If the penalty imposed includes
suspension or expulsion, the matter shall be forwarded to the President for further action.
Upon final determination of the issue of guilt and the appropriate penalty a record shall be
filed in the confidential student file. Such record shall include the violation charged, the
finding of the Honor Council (including any finding that the Respondent is not guilty of the
charge), and the penalty imposed. In addition, the Honor Council may include such
additional information as it determines is necessary.

E. Appeals
A Respondent found guilty of a violation of the Honor Code may appeal the finding of guilt
and/or the penalty imposed by filing a written notice of appeal to the President within 10
working days of receiving notice of the Honor Council’s determination in the matter. The
student will have the right of class participation and attendance during the consideration of
any appeal by the President.

F. Confidentiality
In all matters arising under this Honor Code, faculty members and students are expected to
show due consideration for legitimate concerns regarding confidentiality. Faculty members
and students must refrain from disclosing the identities of students who have alleged,
reported, or been charged with violations of the Honor Code. Disclosure of the identity of
such a student should only be made with the student’s consent, in response to legal
process, in seeking advice from legal counsel, or when necessary to further the policies
underlying this Honor Code. ALU is required to report all Honor Code violations to the
California State Bar in connection with the State Bar’s evaluation of an applicant’s moral
character.