

FIU COLLEGE OF LAW
TRANSFER STUDENT GUIDEBOOK

WELCOME

Welcome to FIU College of Law.

As a transfer student, you are joining an established law school community with its own academic requirements, procedures, resources, traditions, and opportunities. While you have already completed law school coursework elsewhere, you are new to FIU Law.

This handbook is intended to help make your transition as smooth as possible by providing important information about registration, degree requirements, financial aid, academic support, career development, student involvement, and key contacts.

Our goal is to ensure that every transfer student has the information necessary to succeed from day one.

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BEFORE YOU ARRIVE

Before the semester begins, all transfer students should:

- ☐ Withdraw from your home school
- ☐ Review transfer credit evaluation
- ☐ Communicate with Dean Ruiz who will approve your first-year schedule (Fall and Spring)
 - rauruiz@fiu.edu
 - For your first year, we will register you for your approved classes. After that, you will register via my.fiu.edu.
- ☐ Meet with Ariana Arguello, Esq., Academic Advisor to plan your time at FIU Law
 - amargue@fiu.edu
- ☐ Review remaining graduation requirements via degree audit.
 - Your degree audit will take some time to update after you are admitted.
- ☐ Review financial aid status with Jorge Leniv
 - lenivj@fiu.edu
- ☐ Submit accommodation documentation (if applicable)
 - Yesenis De La Paz [<yesegarc@fiu.edu>](mailto:yesegarc@fiu.edu), Access Consultant Manager, Disability Resource Center
- ☐ Review career development resources
 - Email: lwcareer@fiu.edu, [Career Planning Handbook](#)
- ☐ Learn important semester deadlines
 - The academic calendars and other important resources are available at law.fiu.edu/registrar
- ☐ Update your emergency contacts at my.fiu.edu

IMPORTANT CONTACTS

Who is who?

Registrar's Office

- Registration
- Degree audits
- Graduation applications
- Academic records
- Enrollment verification

Contact: lawregistrar@fiu.edu

Academic Advising

- Course selection
- Graduation planning
- Academic requirements

Contact: Ariana Arguello, Esq., amargue@fiu.edu

Transfer Student Advisor, Dean Raul Ruiz: rauruiz@fiu.edu

Office of Student Services

- Student support, wellness
- Accessibility services
- Student organizations

Contact: lawstdsr@fiu.edu

Career Development Office

- OCI
- Career advising
- Job fairs, job postings
- Professional Development

Contact: lwcareer@fiu.edu, <https://law.fiu.edu/careers/>

Financial Aid

- Loans

- Scholarships
- Financial aid questions

Contact: lawfinaid@fiu.edu

TRANSFER CREDIT EVALUATION

Important Information

- Transfer credits are evaluated individually.
- Students should carefully review their degree audit. This may take some time to update.
- Not all credits may satisfy FIU graduation requirements, this will be specified in your letter from the Registrar.
- Some FIU-specific requirements may still need to be completed regardless of coursework completed elsewhere.

Students should schedule an advising meeting to review:

- ☐ Remaining graduation requirements
- ☐ Foundation requirements
 - All transfer students are required to complete Intro to International and Comparative Law (IICL), a foundation course that is unique to FIU College of Law. Depending on the coursework completed at their previous law school, transfer students may also be required to complete additional FIU foundation course requirements. Students should review their transfer credit evaluation and degree audit carefully and consult with an academic advisor regarding any outstanding requirements.
- ☐ Experiential learning requirements
- ☐ International and comparative law requirement
- ☐ Credit totals
 - You need 90 credits to graduate from FIU Law
- ☐ Graduation timeline

REGISTRATION AND ACADEMIC PLANNING

Understanding Registration

Transfer students often register after continuing FIU students. As a result, some courses may have limited availability.

Students should meet with the advisor before registration to discuss:

- Graduation planning
- Bar-tested courses
- Prerequisites
- Courses offered only once per year
- Clinics and externships
- Trial Team and Moot Court participation
- Employment scheduling needs

Questions to Consider

1. What courses must I take this semester?
2. Which courses are only offered in Fall?
3. Which courses are only offered in Spring?
4. What bar-tested courses remain?
5. Am I on track for graduation?

DEGREE REQUIREMENTS

Graduation Requirements Checklist

- ☐ Complete foundation curriculum
- ☐ Earn a C or better in Professional Responsibility
- ☐ Complete LSV III
- ☐ Complete two Litigation or ADR courses
- ☐ Complete one upper-level International Law course
- ☐ Complete one seminar
- ☐ Complete 6 credits of experiential courses
- ☐ Finish the pro bono requirement before your final academic year
- ☐ Take and pass, Florida Law and Procedure

Always review your degree audit to confirm you are on track.

Maximum Online Credits: 30 online credits

CAREER DEVELOPMENT AND PROFESSIONAL OPPORTUNITIES

Career Development Office Services

To do:

Transfer students are encouraged to schedule an appointment with career services during their first month at FIU Law.

- Activate your Symplicity account and keep it up to date.
- Visit our office website: <https://law.fiu.edu/careers/>
- Email us at lawcareer@fiu.edu to find out who your assigned career adviser is and to schedule a meeting.
- Submit your resume and cover letter for review via Symplicity.

Explaining Your Transfer to Employers

Many transfer students have found it helpful to meet with Career Services to discuss how to talk about their decision to transfer during interviews and networking opportunities. Employers may ask why you transferred, so it's important to have a clear, confident, and positive explanation that focuses on your academic and professional goals.

Career Services can help you develop a response that highlights the opportunities your transfer provided while presenting your decision in a thoughtful and professional way. Taking the time to prepare this conversation can help you feel more confident throughout the job search process.

Key Opportunities

- OCI
- Judicial Internships
- Externships
- Clinics
- Fellowships
- Scholarships
- Networking Events
- Alumni Programs

STUDENT ORGANIZATIONS AND LEADERSHIP

Ways to Get Involved

- Student Bar Association
- Moot Court
 - To be eligible for the Moot Court team, students must take a two-credit pass/fail course called Appellate Procedure in the fall of their 2L year (or 3L year for part-time students) to learn advanced brief writing and oral advocacy skills.
- Trial Team
 - Transfer students are eligible to try out for the Trial Team. Tryouts are typically held in the fall semester for transfer students and second-year students. Information regarding dates, requirements, and the application process will be shared once tryouts are scheduled.
- Negotiation and Mediation Team (NAMT)
 - Transfer students are eligible to participate in the Negotiation and Mediation Team (NAMT). Students must participate in the Fall Intramural Competition, which serves as the tryout process for team selection.
 - To be eligible for the Intramural Competition, students must:
 - Be in good academic standing and not on academic probation.
 - Attend one (1) informational session.
 - Attend one (1) negotiation bootcamp session.
 - The Intramural Competition is open to rising second-, third-, and fourth-year law students and involves competing with a negotiation partner.
- Arbitration Teams
 - Students must take the Arbitration Competition course in the Fall semester
 - Vis Moot
 - Moot Madrid
- Journals
 - Law Review
 - [Prospective Members | FIU Law Review | Florida International University College of Law](#)
 - Latin American and Caribbean Law Review
 - Write-on competition each Spring Semester
 - [Latin American Caribbean Law Review](#)
 - World Arbitration & Mediation Review

- [World Arbitration Mediation Review](#)
- Student Organizations, we have over 35 student organizations you can join.
 - [Student Organizations | FIU College of Law](#)
- Pro Bono Program
 - [Pro Bono Program | FIU College of Law](#)

ACADEMIC SUCCESS RESOURCES

Academic Advising

Your first point of contact for questions about registration, degree requirements, degree audits, graduation, petitions, and general academic planning is:

Ariana Arguello, Esq.

Associate Director, Academic Advising

Email: amargue@fiu.edu

Ariana can assist with:

- Degree audits and graduation requirements
- Course registration and enrollment questions
- Academic petitions
- Graduation planning
- General academic advising

For course selection and career-oriented academic planning, you are also encouraged to consult with your assigned faculty advisor based on your last name.

Faculty Advising

We are grateful to the many faculty who have volunteered to advise you. They can give you an insight into how these courses can help you achieve your professional goals.

Last Name	Faculty Advisor	Email
A–Ben	Professor L. Davis	lisdavis@fiu.edu
Ber–Chi	Professor Y. Delionado	ydeliona@fiu.edu
Cho–Far	Professor J. Gomez	jcagomez@fiu.edu
Fat–Gon	Professor M. Gomez	magomez@fiu.edu

Goo–Koj	Professor R. Mullins	rmullins@fiu.edu
Koz–Mic	Professor S. Norberg	norbergs@fiu.edu
Mil–Pere	Professor M. Rosenthal	marciros@fiu.edu
Perr–R	Professor H. Travis	travish@fiu.edu
S	Professor K. Stone	stonek@fiu.edu
Tam–Zam	Professor H. Wasserman	wasserma@fiu.edu

When contacting your faculty advisor, include your full name, Panther ID, and a clear description of your question to help them assist you more efficiently.

Bar Preparation Fee

After earning 61 total credits, students are assessed a one-time \$2,750 bar preparation fee when registering for the following semester. The fee includes your choice of a comprehensive bar review course (Barbri, Kaplan, or Themis), the Adaptibar MBE program, partial book costs for Law & Procedure: U.S. & Florida, post-graduation support through the FIU Bar Exam Success Program, and lunches during the Florida Bar Exam. The fee provides these resources at a substantially reduced cost compared to purchasing them separately.

FIU Law Library Resources

Transfer students should watch for communications from John Gonzalez (johgonza@fiu.edu) regarding access to FIU Law's legal research databases, including Lexis+ and Westlaw.

Students should discontinue use of legal research accounts and resources provided by their previous law school and activate their FIU Law accounts using their FIU credentials. Additional instructions and access information will be sent by email.

The FIU Law Library is your go-to resource for legal research, study support, and academic success throughout law school. In addition to providing access to legal databases, study aids, and course materials, our librarians lead workshops, guest lectures, and are available to answer research questions and help you develop the legal research skills you'll use throughout your academic and professional career.

Bookmark Homepage: <https://library.law.fiu.edu/home>

Frequently Asked Questions

1. I can't log in to my old Westlaw or Lexis account. What happened?

Your previous Westlaw or Lexis account was associated with your former school's subscription and has likely been deactivated. You will need to create a new account using the registration information sent by **John Gonzalez, Manager of the Law Library**, and register with your FIU email address. If you cannot locate the registration email or need assistance, please contact **Ask a Law Librarian on our Homepage or by emailing: ask@law.fiu.libanswers.com**.

2. Where can I find online study aids?

Online study aids are available through the **A-Z Database List** on the FIU Law Library website. Resources include **West Academic, Aspen Learning Library, Casebook Plus,** and **Casebook Connect**.

3. When is the Law Library open?

The Law Library's hours are posted in the upper-right corner of the FIU Law Library homepage. In addition, FIU Law students have **24-hour access** to the Law Library using their Panther ID card. **This access is intended for the personal academic use of FIU Law students only.** Please do not admit non-law students into the library or allow others to enter using your Panther ID card.

4. Where can I find the required textbooks for my classes?

The **Booklist**, available on the FIU Law Library website, lists the required course materials and ISBNs for each course to help you purchase or rent the correct textbooks before the semester begins.

5. How do I schedule a research consultation with a law librarian?

Librarians are available to assist with research strategies, database navigation, Bluebook citation questions, seminar papers, journal research, and other legal research questions. Appointments and consultations can be scheduled on the Law Library's Homepage.

6. Does the Law Library offer free printing?

Yes. The Law Library provides free printing from select computers located at the front of the library. Because these computers can become busy before assignment deadlines, we recommend printing your assignments well in advance.

7. What is the Legal Research Skills Program (LRSP)?

The Legal Research Skills Program is an optional co-curricular program that provides additional instruction in advanced legal research topics throughout your time at FIU Law. *Students who complete the program earn a certificate that is noted on their transcript upon graduation.* To register or learn more, contact **Professor Devyn Hoskisson, Assistant Law Librarian for Outreach & Instruction** at dhoskiss@fiu.edu or ask@law.fiu.libanswers.com.

For additional information about library services, legal databases, research guides, study room reservations, and library hours, visit the FIU Law Library website or contact **Ask a Law Librarian**. (ask@law.fiu.libanswers.com).

Tips for New Transfer Students

1. Meet professors early.
2. Attend office hours.
3. Connect with classmates.
4. Learn each professor's exam expectations.
5. Seek assistance early.

FINANCIAL AID

Financial Aid Checklist

- ☐ Complete FAFSA
- ☐ Review award package
- ☐ Accept awards
- ☐ Monitor MyFIU
- ☐ Confirm disbursement dates

STUDENT SUPPORT

- Emergency Financial Assistance
 - lawfinaid@fiu.edu
- Food Pantry
 - [Student Food Pantry | FIU Division of Student Affairs](#)
- Counseling and Wellness Services
 - [Counseling and Psychological Services | FIU Division of Student Affairs](#)

BAR APPLICATIONS

Bar Application Considerations

Students transferring from another law school should review bar application requirements and determine whether amendments are required.

Questions regarding bar applications should be directed to: lawstdsr@fiu.edu

PRO BONO REQUIREMENTS

Information regarding pro bono requirements should be directed to: koteyp@fiu.edu

Students are required to complete 30 hours of Pro Bono.

We are excited to welcome you to FIU College of Law and look forward to supporting your success