

LL.M. STUDENT HANDBOOK

FLORIDA INTERNATIONAL UNIVERSITY
COLLEGE OF LAW

As amended

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Preface

This LL.M. Student Handbook was promulgated and codified by the Florida International University College of Law (the College) on July 21, 2014, and has been periodically amended since that time.

Students should read these policies carefully; all students are presumed to have full knowledge of their contents. These policies are in addition to any applicable University regulations, policies, and procedures.

Introduction

Each part of this Handbook is designated by a roman numeral and a title in capital letters. These parts are divided into one or more subparts. Each subpart is designated by a capital letter and an underlined title in initial capital letters.

PART I. GENERAL PROVISIONS

A. Defined Terms

Foundation course – A course required before graduation. The foundation courses for the LL.M. are United States Law I, United States Law II, and Legal Skills and Values: LL.M.

Full-time student – A student enrolled in a minimum of 12 credit hours.

Part-time student – A student enrolled in a minimum of 6 credit hours and is not a full-time student.

Student – Unless otherwise specified, an LL.M student of the College.

B. General Provisions

010. Applicability of FIU College of Law J.D. Student Handbook

The provisions of the FIU College of Law J.D. Student Handbook and of the FIU Student Conduct and Honor Code apply to the LL.M. course of study and LL.M. students unless modified or contradicted by the FIU College of Law LL.M. Student Handbook.

PART II. GENERAL ENROLLMENT REQUIREMENTS

A. No Part-Time or Full-Time Divisions and Time for Completion

101. **One division; time for completion.** Ordinarily, LL.M. students will earn the degree in one academic year. The LL.M. degree may be completed no earlier than 9 months and not later than 24 months after a student has commenced study in the College.

B. Minimum and Maximum Course Loads

201. **Minimum course load.** A student must be enrolled in a minimum of 12 credit hours each semester to be considered a full-time student for purposes of these policies. A student must be enrolled in a minimum of 6 credit hours in the fall/spring and a minimum of 5 credit hours during the summer session to be considered a part-time student for purposes of these policies. Exceptions to the minimum and maximum course loads must be approved by the Dean.

202. **Maximum course load.** A full-time student may not enroll in more than 16 credit hours of courses, and a part-time student may not enroll in more than 11 credit hours in one semester.

203. **Exception to minimum course load requirement: final semester.** A student may take fewer than 6 credits in the student's final semester of enrollment at the College if the student needs fewer than 6 credits to complete the 24 credits hours for graduation.

PART III. SPECIFIC COURSE AND ENROLLMENT REQUIREMENTS

A. Required Courses

401. **Foundation curriculum.** All students must successfully complete the foundation curriculum which consists of 7 credit hours as follows: United States Law I (2 credits), United States Law II (2 credits), and Legal Skills and Values: LL.M. (3 credits).

402. **Other requirements.** All credits, including those received from elective courses, must be obtained from graduate-level courses only. There are no upper-level, distributional, experiential, or pro bono requirements for LL.M. students.

PART IV. STANDARDS FOR GRADING AND GRANTING CREDIT

A. Grading System

501. **Class rank.** LL.M. students are not ranked.

B. Grade Normalization

601. In classes with J.D. and LL.M. students, the grade normalization policies found in the J.D. Student Handbook apply.

602. There is no grade normalization imposed on classes with only LL.M. students.

PART V. STANDARDS FOR CONTINUATION AND GRADUATION

A. Readmission Standard

702. **Readmissions standard.** The readmission standard for an LL.M. student with a cumulative grade point average below a 2.00 after the second or subsequent semester is the same as under the Academic Policies with the exception that ability to pass a bar examination is not a factor in determining readmission.

B. Graduation Requirements

802. **General Requirements.** To graduate from the College, an LL.M. student must:

1. earn a cumulative grade point average of 2.00 or greater for all graded course work;
2. pass all required courses;
3. complete at least 24 credit hours of law school course work with passing grades, of which at least 20 credit hours were in graded courses. No more than 4 credit hours of “D” grade work can be applied to the 24 credit hours of course work;
4. in the event the student has either been subject to continuation requirements imposed under these policies or been subject to readmission requirements imposed under these policies, either has satisfied those requirements, or has been excused from doing so by the Dean, who may excuse the satisfaction of such requirements in compelling circumstances; and
5. satisfy all requirements for the degree within the time period specified under § 101.

803. **Additional semester to meet 2.00 grade point requirement.** Subject to § 101 regarding maximum time to complete the degree, a student who fails to earn a cumulative grade point average of 2.0 upon completion of 24 credit hours of course work may petition the Academic Standards Committee for permission to continue his or her studies for an additional semester. To be permitted to continue, the student must persuade the Committee that the student is capable of successful completion of the curriculum. Such permission shall be granted only in compelling circumstances. In making this readmission determination, the Committee should consider the factors set forth in § 702 for readmission to continue in the LL.M. program. If the Committee readmits a student, it may impose any conditions it deems appropriate.

PART VI. HONORS

A. Honors

901. **Dean’s List.** All students who attain an average of 3.00 or better in any semester are named to the Dean’s List for that semester. Full-time students must earn at least 12 hours of credit for the semester with a minimum of 6 hours in graded courses. Part-time students must earn at least 6 hours of credit with a minimum of 4 hours in graded courses.

VII. CREDIT FOR WORK AT OTHER COLLEGES AND LAW SCHOOLS

A. Transfer credit

1001. **No transfer credit.** A student may not transfer credit from work at other colleges and law schools.

PART VIII. CREDIT FOR NONCLASSROOM WORK

A. Independent Study

1101. **Maximum credit.** A student may earn credit toward the LL.M. degree for only one independent study project and may receive no more than two hours of credit for the project.

B. Skills Competitions

1201. **Skills Competitions.** LL.M. students may earn credit for participation on faculty-approved competition teams when eligible under the applicable criteria and with the approval of the Dean.

C. Student Journals

1301. **Student journals.** LL.M. students are not eligible for membership on the F.I.U. Law Review but may earn credit for participation on other faculty-approved journals when eligible under the applicable criteria and with the approval of the Dean.

PART IX. EXAMINATIONS

A. Rules Applicable During Examinations

1401. **Use of materials by examinees.** Students shall not consult any materials during an examination, including but not limited to books, notes, outlines, papers, computer files, prior examinations or answers prepared for prior examinations; provided, that when an instructor authorizes the use of outside materials during an examination, the student may consult the outside materials specifically designated by the instructor. LL.M. students who were required to present scores for English proficiency for admission to the LL.M. may be permitted to use a non-legal English to native language dictionary in printed paper format only. Instructors have the discretion to permit or to deny the use of the dictionary. Proctors must examine each dictionary to determine that it contains only the printed material in the dictionary and no additions by the student or others.