Welcome!

Welcome to McGeorge School of Law. Part of McGeorge’s hands-on approach to the law school experience includes regular guidance to help you identify your goals, access useful resources, and design an academic plan that will prepare you to meet your future career goals.

In addition to one-on-one meetings, we offer this reference guide. Here you will find detailed information about graduation requirements, academic policies, program descriptions, and more. **If there is something not answered here, please ask.** And remember, we are here for one purpose: to help you succeed.

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**Disclaimer**

This book is intended to be a helpful summary of many of McGeorge’s academic policies and procedures. However it should not be considered or relied on as the definitive source of information. The McGeorge Catalog is the document of authority for all students and is not superseded by other information published by the various academic units.
Office of Public Policy Programs
The Office exists to serve students. Our principal job is to help students navigate through earning the MPA or MPP degree. We provide academic advising to students and serve as a go-between for students, and various administrative processes.

Code of Student Responsibility
McGeorge students are governed by the Code of Student Responsibility both on- and off-campus at all times from the day you submit your application to graduation. This Code embodies the key concepts of professionalism and civility that are so crucial to the public profession.

Student E-mail
McGeorge sends the majority of its correspondence solely through email to your University-assigned email account (username@u.pacific.edu). Students are responsible for all information sent to their University-assigned email, and are required to check their email on a frequent and consistent basis in order to stay current with campus communications.

The Docket
The Office of Student Affairs prepares a weekly email for students called The Docket, with important announcements, deadlines, and upcoming events. It is critical that you read this email to stay abreast with campus happenings and key information you will need that you will not receive elsewhere.

Office of the Registrar
The Office of the Registrar is the official McGeorge academic records office. Our roles are varied, including managing class registration, recording grades, distributing graded exam materials, issuing official transcripts, processing enrollment and degree verifications, performing degree audits, and issuing diplomas.

Academic Year
The academic year extends from May – the first day of the summer session – through May – the last day of the Spring Semester. Your cumulative GPA at the end of the academic year is significant because it will be used to make advancement and scholarship determinations. The Academic Calendar can be found on the McGeorge website.

Faculty Support Office (“FSO”)
The FSO supports McGeorge students with obtaining syllabi and first assignments especially for law courses before the first day of class, manages the testing process (including the Examsoft software, and assessments, final exams, and Scantron multiple choice quizzes), distributes reference materials, and publishes professor office hours. The FSO maintains a LibGuides site where important start-of-the-semester materials may be found. Many professors use the FSO as a location where students turn in (and timestamp) papers or other written assignments. The FSO also provides clerical support for faculty teaching, scholarship and service. Students are encouraged to seek the FSO’s assistance in relaying questions to professors while still preserving anonymity.

Master of Public Administration and Master of Public Policy Rules and Graduation Policies
The grading rules are located on the Pacific McGeorge website. The rules are subject to amendment at any time by the faculty, without prior notice. Although the faculty seeks to avoid changes which would result in preventing a student who is satisfactorily following a regular course of study from graduating at the normal time, students do not acquire any vested rights in the continued enforcement of the rules as now set forth.

Graduate Petitions
Any student who is adversely affected by the application of the rules may file a petition for relief with the Graduate Programs Office in the form of a letter addressed to the Committee. Students have the right, and are encouraged to, make a personal appearance before the committee in support of their petition. Petitions should set forth the nature of the relief being requested and the reasons why it should be granted. The Committee is the final decision-making body in matters concerning student petitions; there is no appeal to the Dean or Provost.

Accessing Syllabi & First Assignments
To access your syllabi and first assignments, (unless provided directly to you) go to the FSO’s LibGuides page located at: http://0-libguides.mcgeorge.edu.pacificatclassic.pacific.edu/facultysupportoffice (click on the “first assignment” link on the left side). If you are accessing this link from off campus, you will need to log in using your name and student ID number (not your insidePacific password).
Campus Public Safety
The Public Safety Department provides **24-hour patrol, crime prevention and response services for the Sacramento campus community.** To contact the on-duty Public Safety Officer please call the 24-hour Public Safety phone number: 916.739.7200. (Or call 916.217.0896 when campus phone lines are down or during a campus power outage.) To request an escort, call 916.739.7200 or contact the attendant on duty at the Law Library circulation desk.
NEW STUDENT CHECKLIST

Welcome to campus! As you embark on your first year, here are important items to complete:

- **Check your Pacific email.** Correspondence from Pacific will be sent to your Pacific email account, so be sure to check it frequently. Contact the IT Helpdesk (916.739.7325 or helpdesk@pacific.edu) if you have any technical difficulties.

- **Attend Orientation.** Orientation provides the administrative and academic information necessary for a successful year, as well as opportunities to connect socially with the professors and classmates who will become your colleagues and support system throughout law school and beyond.

- **Submit your official transcripts to the Admissions Office.** There is a requirement that we have your final degree-granting transcript on file by the start of classes.

- **Sign and submit your Student Handbook (Black Book) Form.** This form will be distributed during the Nuts n’ Bolts presentation at Orientation. Submit your signed form to the Office of the Public Policy Programs before the start of classes.

- **Submit your emergency contact information to PacificConnect.** In the event of an emergency, Public Safety uses the PacificConnect system to contact students, staff, and faculty with real-time alerts. You can access PacificConnect through insidePacific. You can also provide a loved one’s contact information for notification as well.

- **Accept Financial Responsibility on insidePacific.** All students are required to accept Financial Responsibility for each term. To complete, go to: insidePacific > Student Services tab > Registration > Student Financial Acceptance > select the current term (in the drop down) > and read and click on the “I Accept” button.

- **Unless provided directly to you, go to the FSO’s LibGuides page to get your syllabi and first assignments.** Longer items are available for pickup from the FSO hallway bins.

- **Check the Booklist and get your textbooks.** The Booklist is posted online at mcgeorge.edu/Students/Services/Bookstore.htm.

- **Update your contact info with the Office of the Registrar if it has changed.** This includes address changes, name changes, etc. Use the online form at mcgeorge.wufoo.com/forms/contact-information-form.

- **Remember your continuing duty to timely disclose any conduct that would have required disclosure in your application.** Disclosures prior to the first day of classes should be submitted to Admissions, and after to Student Affairs.

- **Complete the Health Insurance Enrollment/Waiver Process.** To ensure your academic success, Pacific mandates that you maintain comprehensive health insurance if you are enrolled in 6 or more units per semester. The waiver deadline is September 8, 2017 at 5:00 p.m., after which anyone who did not complete the waiver process will be auto-enrolled in the student plan at a cost of $1,596 per semester. The waiver/enrollment process is a requirement you must meet each academic year. Visit pacific.edu/insuranceoffice for more information.

- **Request Accommodations under the Americans with Disabilities Act.** McGeorge’s Policy Handbook for Students with Disabilities is available online at mcgeorge.edu/Disabled_Student_Services.htm. Those needing accommodations should review the policy and contact the Office of Student Affairs at sacstudentaffairs@pacific.edu or 916.739.7089 to submit a request and provide the requested supporting documentation.

- **Network.** Like any skill, networking takes practice. Attend on-campus events and programs, get to know your professors, and generally begin to build your professional network. By far the greatest number of jobs are obtained through personal contacts.

- **Do not upgrade your operating system or purchase a laptop with the very latest operating system.** SofTest (ExamSoft) does NOT support Beta versions of MS Windows or Mac OSX, nor do they typically support the Consumer Release version until several weeks after its release. Always confirm minimum system requirements with the ExamSoft support site.
PEOPLE TO KNOW

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916.739.7076

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Housing Coordinator  
wloredo@pacific.edu  
916.739.7119
<table>
<thead>
<tr>
<th>Bon Appetite/Dining Services</th>
<th>Campus Bookstore</th>
<th>Event Services</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Kevin Hennessy</strong>&lt;br&gt; Chef Manager&lt;br&gt;<a href="mailto:khennessy@pacific.edu">khennessy@pacific.edu</a>&lt;br&gt;916.739.7175</td>
<td><strong>Bobby Henry</strong>&lt;br&gt; Bookstore Manager&lt;br&gt;<a href="mailto:rhenry@pacific.edu">rhenry@pacific.edu</a>&lt;br&gt;916.739.7144</td>
<td><strong>Casandra Fernandez</strong>&lt;br&gt; Director, Campus Events &amp; Alumni Activities&lt;br&gt;<a href="mailto:cfernandez@pacific.edu">cfernandez@pacific.edu</a>&lt;br&gt;916.739.7214</td>
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<table>
<thead>
<tr>
<th>Office of JD Admissions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tracy Simmons</strong>&lt;br&gt; Assistant Dean of JD Admissions, Diversity Initiatives, &amp; Financial Aid&lt;br&gt;<a href="mailto:tsimmons@pacific.edu">tsimmons@pacific.edu</a>&lt;br&gt;916.739.7105</td>
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<table>
<thead>
<tr>
<th>Office of Admissions (cont.)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Jermaine Cruz</strong>&lt;br&gt; Director of JD Admissions&lt;br&gt;<a href="mailto:jcruz1@pacific.edu">jcruz1@pacific.edu</a>&lt;br&gt;916.739.7105</td>
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<table>
<thead>
<tr>
<th>Development/Class Gift</th>
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</thead>
<tbody>
<tr>
<td><strong>Mindy Danovaro</strong>&lt;br&gt; Assistant Dean for Development&lt;br&gt;<a href="mailto:mdanovaro@pacific.edu">mdanovaro@pacific.edu</a>&lt;br&gt;916.340.6096</td>
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<thead>
<tr>
<th>Alumni Relations</th>
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<tbody>
<tr>
<td><strong>Angelique Keys-Ellis</strong>&lt;br&gt; Director of Alumni Relations and Engagement&lt;br&gt;<a href="mailto:aellis@pacific.edu">aellis@pacific.edu</a>&lt;br&gt;916.739.7370</td>
</tr>
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**NOT SURE WHO TO CONTACT?**
Start with the Office of Student Affairs:

e: sacstudentaffairs@pacific.edu
p: 916.739.7089

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2017-18 MPA and MPP Student Handbook | 8.01.17
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Office of Public Policy Programs
McGEORGE ACADEMIC PLANNING

Master of Public Administration

Requirements

<table>
<thead>
<tr>
<th>Total Units</th>
<th>You must earn a minimum of 30 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td></td>
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</table>
| Law (5 units) | LAW 212 Intro to Legal Analysis  
|               | LAW 517 Statutes & Regulations      |
| Management and Leadership (13 units) | PUB 251 Values, Roles, & Skills  
|                                           | PUB 241 Leaders, Organization Behavior  
|                                           | PUB 242 Systemic Change  
|                                           | PUB 252 Strategic Public Management  |
| Public Policy (6 units) | PUB 211 Conflicted, Complex, & Uncertain  
|                                           | PUB 214 Budgets, Financial Management  
|                                           | PUB 212 Routines & Exceptions  |
| Analytic Tools (6 units) | PUB 221 Economic Concepts & Tools  
|                                           | PUB 233 Public Manager Analytics  |

Optional Concentration

<table>
<thead>
<tr>
<th>Total Units</th>
<th>You must complete 36-39 units, depending on selected concentration</th>
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</thead>
<tbody>
<tr>
<td>Selected Areas</td>
<td></td>
</tr>
</tbody>
</table>
| Water Policy | Local Government  
| Health Policy | State Government  
| Social Policy | Intersectoral Leadership  
| Sustainability Policy | Judicial Administration  |
|               | Policy Change & Institutional Reform  
|               | Public Finance  
|               | Public Entrepreneurship  |

Sample Schedule

Students pursuing the MPA with concentration will take same core curriculum plus 3-4 additional courses in the area of their specialization

<table>
<thead>
<tr>
<th>Fall (units)</th>
<th>Spring (units)</th>
<th>Summer (units)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction to Legal Analysis (2)</td>
<td>Conflicted, Complex, Uncertain (3)</td>
<td>Statutes &amp; Regulations (3)</td>
</tr>
<tr>
<td>Values, Roles, &amp; Skills (3)</td>
<td>Leaders, Organizational Behavior (3)</td>
<td></td>
</tr>
<tr>
<td>Year 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public Manager Analytics (3)</td>
<td>Systemic Change (3)</td>
<td>Routines &amp; Exceptions (3)</td>
</tr>
<tr>
<td>Economic Concepts &amp; Tools (3)</td>
<td>Strategic Management (4)</td>
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</tr>
</tbody>
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NOTE: This sample illustrates one of many ways a student may organize their academic schedule if pursuing the core MPA program over two academic years
ACADEMIC PLANNING

Master of Public Policy

Requirements

<table>
<thead>
<tr>
<th>Total Units</th>
<th>You must earn a minimum of 48 units (includes concentration)</th>
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<tbody>
<tr>
<td>Required Courses</td>
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<tr>
<td>Law (7 units)</td>
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<tr>
<td>• LAW 212 Intro to Legal Analysis</td>
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<tr>
<td>• LAW 517 Statutes &amp; Regulations</td>
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<tr>
<td>• LAW 518 Public Authority in Use</td>
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<tr>
<td>Public Policy (14 units)</td>
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<tr>
<td>• PUB 211 Conflicted, Complex, &amp; Uncertain</td>
<td></td>
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<tr>
<td>• PUB 213 Enhancing Societal Capacity</td>
<td></td>
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<tr>
<td>• PUB 214 Budgets, Financial Management</td>
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<tr>
<td>• PUB 215 A Complex Public Policy Case</td>
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<tr>
<td>• PUB 291 Externship</td>
<td></td>
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<tr>
<td>Management and Leadership (6 units)</td>
<td></td>
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<tr>
<td>• PUB 241 Leaders, Organization Behavior</td>
<td></td>
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<tr>
<td>• PUB 242 Systemic Change</td>
<td></td>
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<tr>
<td>Analytic Tools (12 units)</td>
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</tr>
<tr>
<td>• PUB 221 Economic Concepts &amp; Tools</td>
<td></td>
</tr>
<tr>
<td>• PUB 222 Finance for Public Policies</td>
<td></td>
</tr>
<tr>
<td>• PUB 231 Public Policy Statistics</td>
<td></td>
</tr>
<tr>
<td>• PUB 232 Public Policy Research Tools</td>
<td></td>
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<tr>
<td>Selected Concentration (9 Units)</td>
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<tr>
<td>• Elective</td>
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<tr>
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<td>• Elective</td>
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</tbody>
</table>

Selected Concentration

| Selected Areas | |
| Water Policy |
| Health Policy |
| Social Policy |
| Sustainability Policy |
| Local Government |
| State Government |
| Intersectoral Leadership |
| Judicial Administration |
| Policy Change & Institutional Reform |
| Public Finance |
| Public Entrepreneurship |

Sample Schedule

<table>
<thead>
<tr>
<th>Fall (units)</th>
<th>Spring (units)</th>
<th>Summer (units)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction to Legal Analysis (2)</td>
<td>Statutes &amp; Regulations (3)</td>
<td>Internship (Required) (0)</td>
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<tr>
<td>Conflicted, Complex, Uncertain (3)</td>
<td>Budgets, Financial Management (3)</td>
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<td>Economic Concepts &amp; Tools (3)</td>
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<td>Public Policy Statistics (3)</td>
<td>Externship (3)</td>
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<tr>
<td>Graduate Research Assistantship (0)</td>
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<tr>
<td>Year 2</td>
<td></td>
<td></td>
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<tr>
<td>Enhancing Societal Capacity (3)</td>
<td>Public Authority in Use (2)</td>
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<td>Public Policy Research Tools (3)</td>
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<td>Leaders, Organizational Behavior (3)</td>
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<tr>
<td>Elective Course (3)</td>
<td>Elective Course (3)</td>
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<tr>
<td>Elective Course (3)</td>
<td>Elective Course (3)</td>
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</tbody>
</table>

NOTE: This sample illustrates one of many ways a student may organize their academic schedule.
Class Attendance, Preparation, Participation & Performance
Regular and punctual class attendance is required. The faculty expects that you will be fully prepared and that you will actively participate in class. The faculty is required to take class attendance. Many professors incorporate preparation, participation, and class performance into consideration in grading. Your attendance and active involvement in class discussion form a central part of the learning process in law school for you and your classmates. Failure to meet the minimum standards set by your professors may result in a lower grade, or exclusion from taking the final examination or submitting the final assignment, resulting in a failing grade.

Classroom Conduct
The Code of Student Responsibility notes: “Legal education demands free debate, characterized by the quick interplay of ideas, skilful use of logic, and knowledge of precedents, all tempered by compassion.” Students are expected to act civilly, ethically, professionally, and respectfully towards one another and their professors, and to be sensitive and accommodating to the wide range of feelings and perspectives of our diverse faculty and student body.

Religious Holidays
Pacific is committed to diversity and inclusion, and this extends to how we observe religious holidays. Pacific respects the rights of all members of our community to observe religious holidays and our hope is that we can all work together—staff, faculty, and students—to find constructive ways to achieve this. Students are encouraged to be proactive in speaking with professors and others about possible conflicts early in each semester, and working together to find suitable solutions. The Office of Student Affairs also works with students whose religious commitments conflict with classes and/or exams.

Laptop Use
Laptop computers may be used in class only for appropriate academic purposes as determined by the professor. Some professors do not permit in class laptop use, however in some cases laptop use may be permitted as an accommodation for a documented disability under the Americans with Disabilities Act. Using a laptop computer during class for a non-academic purpose (e.g., browsing the internet) distracts other students and may violate the Code of Student Responsibility.

Faculty Office Hours
All full-time faculty members have regular office hours posted outside of their office. They make every effort to honor these hours by being available at the times indicated. The approachability of our faculty is a hallmark of McGeorge, so do not hesitate to take advantage of this opportunity.

Policies of Individual Professors
Faculty members have the discretion to give students further information about how they interpret the rules concerning attendance, class preparation, class participation, and other subjects, and what consequences flow from violations of those rules.
Recording Classes
Based upon a resolution approved by the faculty, tape recording of class sessions is prohibited except to accommodate:

1. A student’s observance of a religious holiday
   If a student plans to miss class due to religious observation, the Office of Student Affairs must be notified one week in advance of the class(es) to be taped;
2. A student’s absence from a make-up class scheduled at a time that conflicts with a regularly scheduled class. If a conflict exists between a make-up class and a regularly scheduled class, please notify the Office of Student Affairs as soon as the make-up class is announced, so the request may be processed;
3. The scheduling of a make-up class or review session outside of the regular class hours;
4. Students who are called to active military duty by the Armed Forces;
5. A student’s documented disability as part of services recommended for and provided to students under the Americans with Disabilities Act;
6. Students in the LLM Legal Research Writing and Analysis I and/or II course when the instructor has determined that the student is having difficulty in understanding spoken English;
7. Any extraordinary circumstances outside a student’s control, as approved by the Associate Dean for Academic Affairs or the Assistant Dean for Student Affairs.
8. A request by faculty for special purposes such as, e.g., developing online instruction, marketing, or capturing a guest lecture, as approved by the Associate Dean for Academic Affairs.

No student shall copy, display, download, upload, post, release or otherwise distribute or publish any recordings of any class given at McGeorge, nor shall any student use such recordings for any commercial purpose without the written consent of the instructor. Violations of this policy will result in disciplinary action pursuant to the Code of Student Responsibility.

To request permission to record, contact the Office of Student Affairs at sacstudentaffairs@pacific.edu or 916.739.7089. Once approved, students may self-record their classes.

To request permission to record, contact the Office of Student Affairs:

e: sacstudentaffairs@pacific.edu
p: 916.739.7089
Some courses have a comprehensive written examination at the end of each semester. Professors may also have one or more exams, quizzes, or written assessments and/or assignments during a semester. Most public policy courses and some law course may not have examinations but have grades based on evaluation of written assignments and performance standards.

Exam Schedule
The tentative final exam schedule is published before registration.

Policy Regarding Rescheduling Exams
Examinations must be taken at the date and time scheduled for the course and section in which the student is enrolled, unless an exam change is approved by the Director of Public Policy Programs. Approved excuses are limited to the following circumstances:

- A bona fide illness, emergency, or personal tragedy.
- A conflict with the student’s religious observance.
- Rescheduling is approved as an accommodation for a disability and timely notice has been provided to the Office of Student Affairs, as described in the policy for students with disabilities.
- A student has a conflict between an exam and a required co-curricular activity (i.e., competition team travel).
- A student has three consecutive exams. In such cases the second exam will be the one rescheduled. For example, if a student had the following three exams scheduled: Wednesday from 6:00 to 9:00 pm, Thursday from 9:00 am to 12:00 pm, and Thursday from 1:00 to 4:00 pm, the Thursday morning exam would be rescheduled.

Full written verification of the details of such an event may be required.

Only the Director of Public Policy Programs can approve a student to miss an examination or any portion of an examination.

If one or more examinations need to be re-scheduled, the student must email the Office of Student Affairs at sacstudentaffairs@pacific.edu at least four weeks prior to the examination (or as soon as the emergency arises). The Assistant Dean for Student Affairs will then review and either approve or deny the request.

Exam Instructions
Students are advised to read the exam instructions carefully; students are responsible for knowing and complying with all examination instructions.

Examination Materials
Unless an announcement is made to the contrary, students are permitted to have only pens, pencils, and a laptop computer with them in the examination room. If it is necessary to bring backpacks, etc., into the room, the items must be left either in the front or back of the room, as the proctor indicates, and not retrieved until time has been called for all students to stop. McGeorge is not responsible for items left unattended during exam periods; leave valuable items at home.

Conduct During Exams
Students are expected to conduct themselves honorably and in a professional manner during examinations. Any breach of this standard may result in disciplinary action under the Code of Student Responsibility.

Submitting Questions & Exam Responses
Examination materials must be turned in as designated by the proctors before the student leaves the examination room. Essay examination questions may be retained by the student at the conclusion of the exam, unless the professor has specifically designated that they must be returned and it is so announced by the exam proctor. Multiple-choice questions, if any, are stapled together and always must be returned at the conclusion of the examination; each page must be numbered with the student’s exam number and the packet is turned in with the Scantron sheet.

QUESTIONS?
Office of Student Affairs
p: 916.739.7089
e: sacstudentaffairs@pacific.edu

Office of Public Policy Programs
ADVANCEMENT & GRADES

Exam and Paper Return
At McGeorge, many professors return exams and papers to the student, which is a practice that differs from that of many law schools. Reviewing your exams gives you an opportunity to evaluate your performance and to learn from successes and mistakes. During the semester, midterm exams/assignments are returned to students either in class or through the FSO. Final exams/assignments are available for pickup at the Office of the Registrar. You will receive an email with instructions regarding the exam pickup process. Exam booklets remain available for pick up during the first 45 days of the next full term, after which they are shredded.

Repeating Courses
Students may repeat courses in which they received a B- or lower. The original grade remains on the transcript, but only the repeat grade counts for GPA purposes.

Withdrawal/Leave of Absence
Class attendance is a fundamental aspect of the MPA and MPP programs. Thus, no student will be allowed to take a leave of absence for a portion of a semester, including summer.

If extraordinary circumstances dictate that a student must take time off from school, the student must withdraw from all courses in which he/she is enrolled in that semester. Students who withdraw may request to return as soon as the following semester, but in no event may the leave continue for more than two full semesters. Eligibility to return to the law school will be evaluated by the Director of Public Policy Programs upon the written request of the student, including reasonable evidence that the student is ready to resume study.

Involuntary Withdrawal
McGeorge School of Law may require a leave upon specified terms, terminate a student’s enrollment, or decline to award a degree if the Administration determines it is in the best interests of the law school or based on factors other than academic standing. Determinations about academic standing are made in accordance with the MPA and MPP Rules. Determinations about the occurrence of conduct described in the Code of Student Responsibility are made in accordance with the procedures of that Code.

Academic Disqualification
Under MPA and MPP Rule 702, a student is disqualified when his or her cumulative GPA at the completion of the semester immediately following a probationary status falls below 3.0. Procedures for requesting re-enrollment following academic disqualification are discussed in Rule 702.

Grade Changes (Appealing a Grade)
Individual professors do not have authority to change grades once submitted, and they are expressly discouraged by the G&A Rules from re-reading examination papers for the purpose of reevaluation and grade change. Do not contact your professor directly to request a grade change.

- If you believe there is a mathematical error, contact the Office of the Registrar.
- If you believe that there was an abuse of discretion in assigning the grade, the procedure to challenge a grade is described in G&A Rule 505. Contact Director Kirlin if you are considering such a petition.

Graduation Requirements
A candidate for the Master of Public Policy is eligible to graduate upon successful completion of 48 units and achievement of a minimum cumulative grade point average of 3.0.

A candidate for the Master of Public Administration is eligible to graduate upon successful completion of 30 units and achievement of a minimum cumulative grade point average of 3.0.

Application for Graduation
Students must complete an “Application for Graduation” form and submit to the Office of the Registrar no later than the Add/Drop Deadline of their final term. This form is available on the web (Registrar’s Office page) and in person at the Registrar’s Office. A degree audit will be performed once your form is received, and you will receive an email confirmation with the results.

For more information on Academic Regulations, please refer to the MPP and MPA Grading and Graduating Policies on the Registrar’s web page: mcgeorge.edu/Documents/Policies/MSLAcademicRegulations.pdf
MPA and MPP Grade Structure
The MPA and MPP grading structure is different than the JD grading structure. Students who are enrolled in classes with JD students will receive a full letter grade increase to reflect this difference. See MPA and MPP Rule 602 for more details.

Grading System
For courses with final letter grades (as distinguished from P/F courses) grades range from A to F. Weighted averages are computed from exam scores and scores on any other graded assignments in the course, and the professor then designates the range of averages to equate to a letter grade. Grades may be adjusted upward or downward by a professor based on class attendance, preparedness, participation, and performance.

In two-semester courses, first semester essay exam responses marked with scores and the score earned on a multiple-choice section, if any, are returned to students early in the second semester. Scores are not grades. A final letter grade is not determined until the completion of the course, and is based upon the student’s weighted average of examination responses for both the first and second semesters, any other graded class assignments during the year, and any applicable adjustments for class attendance, preparation, participation and performance.

Anonymous Grading
Under G&A Rule 501.1, grading in most law courses at McGeorge is anonymous. Each fall, students are given a new confidential exam number to use for assignments and exams. The professor does not know which grade goes with which student by student name.

In some courses, however, grading may not be completely anonymous. In those courses, students will use their confidential exam number for some assignments and exams and will use their name for some assignments and exams. In other courses, grading is not anonymous at all – assignments and exams are graded using only the student’s name.

Additionally, professors can provide grade adjustments based on a student’s attendance, preparation, participation, and performance, per G&A Rule 302. In such cases, the professor will necessarily know a student’s name when making the adjustment. Moreover, a professor may also opt to ascertain how a student performed on the assignments and exams in the course when deciding on an adjustment for that student. Professors will inform students in writing of the anonymous or non-anonymous grading procedures for the assignments, exams, and grade adjustments in their course. If you have a question about how grading will operate for a particular course, please ask the professor.

Pass/Fail Courses
Some elective courses are designated as Pass/No Credit courses in the Catalog. The only P/F courses are those so designated by the faculty. Students do not have the option to enroll in a graded course on a P/F basis. The following grading standards apply in P/F courses:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pass</td>
<td>Work performed at an acceptable level</td>
</tr>
<tr>
<td>No Credit</td>
<td>Work performed at the “D+” or “D” levels</td>
</tr>
</tbody>
</table>

Students earning the grade of “No Credit” do not receive unit credits for the course. In determining a student’s cumulative grade point average, units attempted in P/F courses are not counted for any course in which “Pass” was received.

Grade Distributions & Arithmetic Means
In courses in which both JD and non-JD students are enrolled, only the JD students will be counted in determining compliance with grade distribution and targeted mean.
Grade Point Average (GPA)
A student’s GPA is determined by dividing his/her grade points earned by the number of units attempted, but not counting P/F units in which a grade higher than “fail” was received. Grade point values are awarded for letter grades (multiplied by the number of units for that course) as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.00</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>3.00</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td>2.00</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
</tr>
<tr>
<td>D+</td>
<td>1.3</td>
</tr>
<tr>
<td>D</td>
<td>1.00</td>
</tr>
<tr>
<td>F</td>
<td>0.00</td>
</tr>
</tbody>
</table>

Grades Earned at Other Schools
Grades earned at another school and accepted towards a student’s McGeorge MPA or MPP degree do not count in computing a student’s McGeorge grade point average. Only the units, not individual courses and grades, are recorded on a student’s McGeorge transcript.

Grade of Incomplete
A grade of “I” (Incomplete) may be entered in a course when the requirements for that course are not completed for reasons deemed to be acceptable by the professor. The written work must be completed by the first day of classes of the second semester (including summer session) after the semester when the INC course ended. If not, a grade of “F” (fail) will be entered, as specified in MPA and MPP Rule 509. For graduating seniors, the incomplete work must be completed within 30 days of when the INC is entered or a grade of “F” (fail) will be entered.

GRADING CONCERN?
John J. Kirlin, Ph.D
p: 916.733.2811
e: jkirlin@pacific.edu
MPP and MPA Students are encouraged to schedule an appointment with Dr. John Kirlin or Dr. Marcie Paolinelli each semester. Students can add or drop classes according to the following schedules:

Registration for 2018-2019 academic year will occur according to the following schedule:

### 2018-2019

<table>
<thead>
<tr>
<th>2018 - 2019 Academic Year</th>
<th>Graduate Students</th>
<th>Add/Drop Deadline*</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Summer 2018</strong></td>
<td>Tuesday March 13, 2018 9:00 a.m</td>
<td>Varies by Session (Refer to Academic Schedule)</td>
</tr>
<tr>
<td><strong>Fall 2018</strong></td>
<td>Tuesday June 19, 2018 9:00 a.m</td>
<td>Monday August 21, 2018 11:59 p.m.</td>
</tr>
<tr>
<td><strong>Intersession 2019</strong></td>
<td>Thursday June 21, 2018 9:00 a.m</td>
<td>Tuesday January 15, 2019 11:59 p.m.</td>
</tr>
<tr>
<td><strong>Spring 2019</strong></td>
<td>Thursday June 21, 2018 9:00 a.m</td>
<td>Tuesday January 15, 2019 11:59 p.m.</td>
</tr>
</tbody>
</table>

*Courses dropped after the deadline require administrative approval and will result in a “W” on the student’s transcript.

QUESTIONS?

Casey Heinzen  
p: 916.520.7471  
e: cheinzen@pacific.edu
REGISTRATION POLICIES & OVERVIEW

Timing
Students will register via insidePacific web registration (instructions below). Students are encouraged to contact Dr. John Kirlin or Dr. Marcie Paolinelli for academic advising prior to registration.

Course Load per Term

<table>
<thead>
<tr>
<th>Course Load</th>
<th>MPP</th>
<th>MPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Typical</td>
<td>6-13 units</td>
<td>5-6 units</td>
</tr>
<tr>
<td>Maximum</td>
<td>15 units</td>
<td>15 units</td>
</tr>
<tr>
<td>Summer School</td>
<td>Internship (full-time)</td>
<td>3-6 units</td>
</tr>
</tbody>
</table>

Adding Classes
Students may add classes through the Add/Drop Deadline. No student will receive academic credit for any course unless he/she is officially registered in the course. Some courses have special enrollment procedures, such as an application process. A select number of courses require instructor approval to enroll. These special cases are noted in the registration instructions sent to students each spring. McGeorge has established wait list procedures for adding closed classes (see “Closed Classes and Waitlists”). Students must follow these procedures and should not seek instructor approval for adding a class. Late add requests must be submitted in writing (email) to John Kirlin, Director of Public Policy.

Closed Classes and Waitlists
Waitlists are formed after a class is full (aka, “closed”); waitlists determine the priority for enrollment as seats become available. During the initial registration period, students confronted with a closed class should place their names on the waitlist immediately. Our waitlists often clear, so there is a good possibility that you will get into the course. Nonetheless, it is imperative that you have a backup option, in case you do not get in off the waitlist.

Dropping Classes
Students may drop any upper-division course without approval through the Add/Drop Deadline. It is the student’s responsibility to know the tuition and fee refund provisions. After the Add/Drop Deadline, classes may be dropped for good cause and only with the written approval of the Director of Public Policy (John Kirlin) and will result in a “W” on the student’s transcript. No class may be dropped after the last day of classes. Students who stop attending a class and do not complete the formal drop process are subject to receiving an “F” grade and are liable for tuition. Students who do not take a final examination or complete required coursework will receive an “F” grade.

Classes with Insufficient Registration
Classes with insufficient registration may be cancelled at the discretion of the Director of Public Policy Programs, Dr. John Kirlin.

Course Time Conflicts
Students may not register for courses if meeting times overlap in whole or in part. Not even a one-minute overlap will be allowed.

Prerequisite and Concurrent Enrollment Requirements
To determine whether a course has a prerequisite or concurrent enrollment requirement, please read its course description, which is available online at catalog.pacific.edu/law/courses.

Holds
You will not be able to register for classes if you have an outstanding balance, unless you have made satisfactory payment arrangements with the Business Office. Prior to your registration window, you should check insidePacific to confirm that there are no holds on your account. If there is a hold on your account, you cannot register for classes.
Registration Issues
If you encounter any problems while trying to register, immediately email the Office of the Registrar at sacregistrar@pacific.edu. The Registrar’s Office staff will be on hand via email during Registration to assist students with troubleshooting registration issues on a first-come-first-served basis so as to most quickly resolve any issues that may arise.

Intersession
McGeorge offers one-unit classes which start the week prior to the Spring semester. Students may utilize Spring tuition units to enroll in these Intersession courses.

ePROWL REGISTRATION INSTRUCTIONS

1. Log into your Pacific Account,

2. Click the “Academic” Tab,
3. Click “Begin Registration”,

4. Click “Run eProwl Schedule Planner”,

5. Your page will redirect to the Schedule Planner. You must select “LAW”.

6. Add Courses.
7. Add Breaks if you need the planner to keep time blocks free for you.

8. Click “Generate Schedules” button, then click “View” to see your schedule(s).

9. Click “Send To Cart” to save the courses you want to register for.

10. Review your cart. Press “Save Cart” to keep your choices.

11. Your cart will be saved in your Inside Pacific account. You may login at a later date to register for classes. Your cart link is located under the Schedule Planner link.

12. Press “Register”.

Office of Public Policy Programs
REGISTRATION QUICK TIPS

1. You must select the correct term.
   It sounds so simple, and yet hundreds of students call the Registrar's Office and ask this question during registration! You must select the term with “Law” in it, or you will get an error message.

   ▶ If you get an error message that says “No registration appointment has been assigned to you,” then you probably selected the wrong term.

   Here is what the error message looks like:

   ▶ If you see this message, go back and try selecting the “Law” term before contacting the Registrar's Office for help.
2. You are not automatically added to the waitlist when you try to add a full class.

To add yourself to a waitlist, you need to select “web wait list” from the dropdown menu and hit “submit” to make it official. Here’s what it looks like:

▶ I tried to add Evidence, but it was full...

▶ Select “Web Wait List” from the dropdown menu and hit the “submit” button

▶ Now Evidence shows on your current schedule as “Web Wait List”. If you don’t see the course listed here, you are not on the waitlist!
3. Registration Appointment Time
Your Registration appointment time is not visible until 8:30 a.m. It is there, but you won’t see it until it goes live at 8:30 a.m. on the dot.

4. Check for holds before registration begins.
If you have a hold on your account, you will not be able to register for classes. To confirm you do not have a hold, navigate to the student records screen and click on “View Holds”.

5. Registration Issues
If you experience registration issues and cannot register for a course, do not panic. Quickly send an email to: sacregistrar@pacific.edu with: your name, student ID number, CRN, and error message or registration problem. Unfortunately, we cannot answer calls, emails and walk-in traffic simultaneously, so we will answer the emails in the order they are received to be fair to all students. We are here to help you and will respond to each question or concern as quickly as possible.
THE CAREER DEVELOPMENT OFFICE

The Career Development Office (CDO) will work with you to identify your professional goals and what experience you need to reach those goals. We are committed to helping you (1) focus your career search strategies, (2) develop your professional networking and leadership skills, and (3) take advantage of opportunities for practical legal experience.

Advising
In working with you to create your individual career plan, we will look at your previous experience, where you want to live after graduation, what practice areas interest you, and what motivates you.

Events
Our events and activities are designed to focus on a variety of areas and topics. Together, along with guidance from our advisors, these programs will provide you with the tools you need to direct your career path.

Career Connections
The CDO is constantly working to provide you with the right job connection. We do this in multiple ways includin job postings on McGeorgeCareersOnline.

Alumni Network
One of McGeorge School of Law’s greatest assets is our vast alumni network. We have a network of more than 13,000 alumni across the United States, in all areas of practice.

Come See Us!
The CDO is located in Northwest Hall, on the first floor. We are open Monday through Friday from 8:30 am until 5:30 pm, and until 6:15 pm on Wednesdays. You can reach us by phone at 916.739.7011 or email at lawcareers@pacific.edu.

Welcome to the CDO
The CDO will give you the tools you need to build your individual career plan and to take charge of your professional future. We provide a modernized approach to individualized career advising including interactive programs, speakers, digital handouts and videos, and collaboration with our extensive network of alumni and employers.

Why Visit the CDO?
Career planning starts during your first semester at McGeorge. The CDO serves as your bridge between school and the professional community. We provide you the tools and resources you will need for lifelong professional development. We are committed to helping you (1) develop your career skills, (2) grow professionally, and (3) discover and expand opportunities for practical experience.
One-on-One Career Advising
Beginning October 15, you will meet with one of the CDO’s career advisors. During this meeting, you will start to develop your Individual Career Plan, and we will go into greater detail about how to begin your job search.

Throughout your time at McGeorge, and after graduation, we will continue to be available to meet with you to help update and modify your Individual Career Plan, guide your self-assessment, discuss your specific plans or concerns, review your application materials, practice interviewing skills, or practically anything else we can do to give you the tools to succeed.

If you’d like to meet with a Career Advisor, simply make an appointment on McGeorgeCareersOnline (MCO) or visit the CDO during our drop-in hours.

Review of Your Professional Materials
You may submit your resume and/or cover letter(s) to be reviewed at any time. Your materials can be submitted via email to lawcareers@pacific.edu, dropped off in the CDO, or faxed to 916.739.7260.

Mock Interview Programs and Coaching
The CDO will hold a mock interview program specifically for first-year students early in the spring semester, where the interviews are conducted by third-year students. We also offer mock interviews and interview coaching with our career advisors. Every mock interview is conducted as if it was the real thing, and it is followed by immediate feedback. Students who participate in mock interviews invariably feel more prepared and perform better when they enter a real job interview.

QUESTIONS?
p: 916.739.7011
e: lawcareers@pacific.edu
PROFESSIONAL DEVELOPMENT

Self-Assessment
Self-assessment will give you a new way to look at your strengths and talents, and allow you to modify or create your job-search strategy and professional materials accordingly.

Marketing Yourself and Your Online Presence
Social networking and your online presence can be one of the easiest ways to network and market yourself, but it can also expose you to unintended risks and consequences. The CDO will work with you individually, as well as provide you with resources and programs, to ensure that your online persona reflects who you are and where you want to be professionally.

Networking
Networking is an indispensable tool in your professional tool belt. It is one of the best ways to make professional contacts, learn about practice areas and career opportunities, promote yourself and your company, obtain new clients, establish new relationships, and increase your own self-confidence. Throughout the year, the CDO will provide you with tips to improve your networking skills, and opportunities to practice.

Annual PLSS Auction: The Public Legal Services Society (PLSS), together with Pacific McGeorge, hosts a reception and auction for students, alumni, and other pillars of the legal community. The proceeds from this auction help to support the PLSS Summer Grant Program which provides current students with modest grants to help cover their expenses while they volunteer in public service real organizations.

What Does it Mean to be a Leader?
Your career will benefit from improved leadership skills. It is important that you start early in your law school career and take advantage of one of the many leadership opportunities available to you, including joining a student organization, volunteering at a non-profit or within your community, or participating in one of the many pro bono opportunities provided through our Law Student Pro Bono Project.
JOB OPPORTUNITIES

McGeorgeCareersOnline (MCO): Job Postings and More!
MCO is our career management program. You will be given access after your first meeting with the CDO. By registering online with MCO, you will have access to job listings for immediate and future employment, now and throughout your career.

McGeorgeCareersOnline (MCO):
Job Postings and More!
MCO is our career management program. You will be given access after your first meeting with the CDO. By registering online with MCO, you will have access to job listings for immediate and future employment, now and throughout your career.
BASICS OF PROFESSIONALISM IN A DIGITAL AGE

Professional Email Address
Your email address may be the first impression that many potential employers or network connections will get of you. Make sure that it reflects an appropriate level of professionalism. You now have a McGeorge email address – use it! If you choose to use a different account, make sure that it does not contain any nicknames, silly spellings, quotes, or quirks.

Professional Email Signature
Now that you are a student, your automatic email signature should reflect this. It should include your full name, that you are an MPP/MPA candidate at McGeorge, and your contact information. Please avoid the use of quotes, emoticons, or other add-ons.

Professional Email Tone
In our digital age, we have become increasingly informal. Even when you are friendly with the person with whom you are emailing, always remember to maintain professionalism.

Correct Spelling
Even in a digital age, where everything has autocorrect, you must ensure that you use correct spelling in all of your communication. This includes verifying that your message has not been “autocorrected” into something embarrassing or unprofessional.

Check Your Email
Set up a regular routine of checking your email. Consider this preparation for your career. It is important that you read your email and do not just delete those that appear uninteresting – you might miss something important!

Respond to Your Email
Always respond to your email in a timely manner. You don’t want to miss out on an important opportunity because you failed to RSVP or accept an offer before the deadline!

Clean Up Social Media
According to a recent survey, an increasing number of employers who researched applicants on social media said they found things that resulted in negative hiring decisions. These things include inappropriate photographs or information, information about drinking or using drugs, bad-mouthing another employer or co-worker, and poor communication skills.

Professional LinkedIn Photo
A polished LinkedIn page can positively impact your job search. This starts with a professional LinkedIn Photo. Come by the CDO table during the Student Org Orientation or come by the CDO for information on how to get a free professional photo taken.
CDO RESOURCES

Online Videos
The CDO has a series of helpful how-to and informational videos available to answer some of your questions. These can be found on the CDO website, YouTube, or by contacting the CDO directly.

CDO Library Resources
There are many books, directories, newspapers, and more available in the CDO library to assist students in identifying career options and employers. We also have books on a variety of other career-related topics such as self-assessment and job-search techniques.

Need Something Else? Just Ask!
If you need other types of support and services in your career search, please let us know. From specialized training for career fairs and conferences to long-distance job search resources to networking events (even with free tickets!) to interview attire, we’re here to help!

CDO on Social Media
Follow the CDO on social media for current information on job postings, events, legal news, and helpful tips. Follow @McGeorgeCDO on Twitter. Friend McGeorge CDO on Facebook. Follow McGeorge CDO on Pinterest. Connect with each of our team members on LinkedIn. For more information on how to establish your own professional online presence, contact the CDO.
McGeorge strives to be a campus where students can balance work and leisure, but there is no avoiding the fact that law school (and legal practice) can be stressful. Developing healthy habits to manage stress and maintaining a healthy and well-rounded lifestyle is key to a balanced and happy work life. Law school is the perfect time to foster the healthy habits that work best for you, so we offer an array of programs and resources to address students’ intellectual, physical, spiritual, social, and emotional needs. We want to create an environment that gives students the tools, resources, and support they need to lead a healthier lifestyle.

### Student Health Insurance
In order to ensure your academic success, Pacific mandates that you maintain comprehensive health insurance if you are enrolled in 6 or more units per semester. Each academic year you are required to complete an insurance waiver if you have your own insurance that meets university requirements. If a waiver is not completed by the posted deadline date, you will be enrolled in the student plan at a cost of $1,596 per semester. For more information and instructions, please visit [pacific.edu/insuranceoffice](http://pacific.edu/insuranceoffice).

**Contact:**
- e: insuranceoffice@pacific.edu
- p: 209.946.2027

### Counseling and Psychological Services
Many students experience a variety of emotional challenges while in school. Counseling and Psychological Services (CAPS) is available to students on the Sacramento campus. Please visit our website at [pacific.edu/CAPS/McGeorge](http://pacific.edu/CAPS/McGeorge) for details regarding our services.

### Pacific Health Services
Pacific Health Services is an on-campus health clinic available to all students at the McGeorge School of Law at a cost of $20 per visit or $140 per semester. Services include treatment for acute injuries or illness, physicals, immunizations, women’s care, medication management and referrals. Please view the website at [pacific.edu/Campus-Life/Student-Services/Health-Services/Services/McGeorge-School-of-Law.html](http://pacific.edu/Campus-Life/Student-Services/Health-Services/Services/McGeorge-School-of-Law.html) for more information.

### Additional Mental Health/Substance Abuse Resources
In addition to CAPS and the mental health benefits covered under the Student Health Insurance Plan, please note the following resources:

- **California Lawyer Assistance Program** – helps lawyers and law students who are grappling with stress, anxiety, depression, substance use or concerns about their career. Free professional mental health assessment available to those who have registered with the California State Bar.

- **ABA Commission on Lawyer Assistance Programs** – committed to promoting both the physical and mental wellness of legal professionals and disseminating information about resources available to help lawyers and law students in need.

- **The Other Bar** – a network of recovering law students, lawyers, and judges throughout the state, dedicated to confidentially assisting others within the profession who are suffering from alcohol and substance abuse problems.

- **Lawyers with Depression** – the first website and blog of its kind in the country, created to help law students, lawyers and judges cope with and heal from depression.

- **Law Lifeline** – an anonymous, confidential, online resource center, where college students can be comfortable searching for the information they need and want regarding emotional health.

- **Dave Nee Foundation** – seeking to eliminate the stigma associated with depression and suicide by promoting and encouraging not only the diagnosis and treatment of depression among young adults, but also education about the disease of depression.
Religious and Spiritual Life
University of the Pacific fosters a supportive and welcoming community for all students, no matter what your religious tradition or whether or not you consider yourself religious or spiritual. To help facilitate religious and spiritual life in all its many forms, Pacific has a Dean of Religious Life, Dr. Joel Lohr, and an Office of Religious and Spiritual Life on the main campus in Stockton. Dr. Lohr (jlohr@pacific.edu) and his staff/chaplains make visits to the Sacramento campus and McGeorge students are encouraged to contact them for advice, guidance, and support. The Sacramento campus also maintains a quiet room for quiet contemplation or prayer, and there are several active faith-based student organizations.

Quiet Room
The Pacific Sacramento Campus has a Quiet Room in the Library, a place where any member of the Pacific community may take some time to reflect, pray, meditate, breathe, or simply be in a quiet place. This room is open to all and is intended as a place where people of all religious and spiritual backgrounds can seek solitude. The Quiet Room is available on a drop-in basis and is large enough to accommodate more than one person at a time. The Quiet Room is available whenever the Library is open.

Mothering Room
The Pacific Sacramento Campus has a Mothering Room in the Admin Building, Room 108, that offers mothers a quiet, private area for breastfeeding or pumping while on campus. The room also includes a Medela’s Symphony hospital-grade pump (mothers will need to bring their own kit to operate the pump). The revamped Mothering Room was made possible thanks to the donations and leadership of our wonderful alumni, including Rebecca A. Dietzen ’04, who was the driving force behind the project. The Mothering Room is available whenever the Admin Building is open, or by request to Public Safety.

Recreation Center
The Pacific Sacramento Campus has a Recreation Center for use by students, faculty, staff, and their accompanied guests. A school ID card is needed to gain entry and a release form is required prior to use of the facility. Along with a swimming pool and ping pong table outside, there are weight machines, free weights, treadmills and bicycle machines. Towels are provided, and there are showers.

Recreation Center Hours:
Hours: 7 a.m. to 11 p.m. Monday through Thursday
7 a.m. to 7 p.m. Friday
11 a.m. to 7 p.m. Weekends

Victims of Crime Resource Center
Since 1984, McGeorge has hosted the state-funded California Victims of Crime Resource Center, which provides crime victims with legal reassurance and aid. Through the Resource Center’s toll-free number, 1.800.VICTIMS, and their website (800victims.org), crime victims can obtain information from law students concerning compensation, restitution, their roles and rights in the criminal justice system, and referrals to local assistance providers and advocacy groups.

Community Garden
Behind the Recreation Center sits our Community Garden. Managed by the Pacific Garden Program, this space offers the Pacific Community an opportunity to slow down and connect with the natural environment. Students, staff and faculty can tend plots of vegetables, fruits, herbs, and flowers. Food growing is a part of the history and culture of the California Central Valley and our campus garden provides a connection to the land, to our community heritage, and to the food systems that sustain us. Community Garden Coordinator Maria Schiffler staffs the garden part time, and Dr. Patty Gray, Garden Program Director, oversees the Sacramento Community Garden as well as the Stockton Campus’ Ted and Chris Robb Garden. Interested in learning more or adopting plot or a garden plant?
Email: pgray@pacific.edu
Dining Services (Bon Appetit Café)
The Gary V. Schaber Memorial Student Center provides a setting for breakfast, lunch, snacks, special events, speakers, student meetings, social gatherings or simply hanging out. Here you’ll find the campus bookstore, student lounges, study areas, lockers and the Café Bon Appétit, which features food services with a sustainable focus. Bon Appetit chefs cook from scratch using fresh, authentic ingredients, making food that is alive with flavor and nutrition. Wondering what is on the menu today? Visit pacific-sacramento.cafebonappetit.com to view this week’s menu.

Bon Appetit also offers DCB (declining balance) dollars in two convenient block plans: buy a $500 block plan and get a 5% bonus, or buy a $1,000 block plan and get a 10% bonus. DCB dollars are loaded onto your student ID and make it easy and cost-efficient to purchase food from the Student Center. In addition to the 5-10% you get back when you load your card, you also get an additional 8.5% value with tax free dining. To sign up, visit the café today. To learn more, go to pacific-sacramento.cafebonappetit.com or call 916.739.7175.

Café Hours:
Monday through Thursday — 8 a.m. to 6:15 p.m.
Friday — 8 a.m. to 2 p.m. Closed on weekends.

Wellness Week
Hosted annually by the SBA Wellness Committee and the Office of Student Affairs, Wellness Week provides a forum to inspire the McGeorge Community to think about the different dimensions of wellness and take small steps towards healthy choices. Contact the SBA Vice Presidents if you would like to get involved.

Zipcar
Need a car? Borrow a Zipcar! Pacific has partnered with Zipcar to bring self-service, on-demand car sharing to the area. To use Zipcars, simply register as a member, reserve a car online or by phone, use your Zipcard to enter the car, and drive away. Return the car to the same location where you picked it up. This program is open to students, faculty and staff who are 18 years or older.

As a member you get:
► Access to Zipcars 24/7.
► Discounted hourly rates for faculty, staff and students age 18 and older: rates start at just $7 per hour.
► Gas, insurance and maintenance are included for free!
► Join for only $15 a year—This is a special rate.

To Join:
1. Go To zipcar.com/pacific
2. Follow steps online to join.
3. To utilize Pacific Contract rates, you must use your Pacific email address to register.
4. Once registered a Zipcard will be sent to you in the mail, or
5. Visit the iphone or Android app store on your mobile device for immediate membership.
6. The Zipcard or app is required to unlock the doors of the Zipcard during your rental period.
7. Start Zipping!

Veteran Resource Center
Pacific’s Office of Veteran Services is dedicated to ensuring that veteran, military, and eligible family member students are fully integrated into campus life and are able to take full advantage of the broad range of intellectual and cultural activities offered at Pacific. Our primary missions are your smooth transition on to our campus, your academic success, and ultimately employment after graduation.

Veteran Resource Center:
Chad Reed
Division of Student-Life
University of the Pacific
209.209.679.6336
creed1@pacific.edu

The V.A. Certifying Official for Pacific is:
Tara Atkinson
Office of the Registrar
University of the Pacific
916.739.7106
tatkinson@pacific.edu

Office of Public Policy Programs
McGeorge has arranged with moo.com to provide students with the opportunity to purchase customizable, high-quality student business cards with the McGeorge logo brand. At the start of the semester, each McGeorge student will receive a personalized email invitation and link to order cards. When used appropriately, student business cards can be a helpful networking tool. Questions about business card etiquette may be directed to the CDO.
LEADERSHIP OPPORTUNITIES – GETTING INVOLVED ON CAMPUS

Not all learning takes place in class! Valuable opportunities to build connections in the legal community abound – everywhere you look, there is another event or activity you could attend. Although your time is limited, getting involved is important and tremendously improves the law school experience. Some of the things you might consider getting involved with include:

Student Bar Association Board of Governors (SBA)
All McGeorge students hold membership in its Student Bar Association. The SBA serves as a forum for student interests and concerns and it sponsors school-wide events throughout the year including the Barrister’s Ball. The SBA also organizes and oversees several student committees, and provides funding for the Registered Student Organizations.

The SBA is administered by a student-elected Board of Governors comprised of the SBA President, JD Day and Evening Division Vice-Presidents, Secretary, Treasurer, a Representative for each JD class year (1D, 2D, etc.), and an At-Large Representative. In consultation with the Associate Dean for Academic Affairs, the SBA President appoints student representatives to several of McGeorge’s standing committees to insure student input to faculty and administrative policy decisions. The SBA President is invited to attend and participate in faculty meetings. Each spring, SBA elections are held for the following year. First-year classes elect their representatives shortly after the fall semester begins.

SBA Board of Governors

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<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Email</th>
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<tbody>
<tr>
<td>President</td>
<td>Rachel Tochterman</td>
<td><a href="mailto:r_tochterman@u.pacific.edu">r_tochterman@u.pacific.edu</a></td>
</tr>
<tr>
<td>Day Vice President</td>
<td>Aoibheann Cline</td>
<td><a href="mailto:a_cline2@u.pacific.edu">a_cline2@u.pacific.edu</a></td>
</tr>
<tr>
<td>Evening Vice President</td>
<td>Mary Varni</td>
<td><a href="mailto:m_varni1@u.pacific.edu">m_varni1@u.pacific.edu</a></td>
</tr>
<tr>
<td>Treasurer</td>
<td>A’lex Paplos</td>
<td><a href="mailto:a_paplos@u.pacific.edu">a_paplos@u.pacific.edu</a></td>
</tr>
<tr>
<td>Secretary</td>
<td>Elise Rice</td>
<td><a href="mailto:e_rice1@u.pacific.edu">e_rice1@u.pacific.edu</a></td>
</tr>
<tr>
<td>Representative at Large</td>
<td>Antoinette Ranit</td>
<td><a href="mailto:a_ranit@u.pacific.edu">a_ranit@u.pacific.edu</a></td>
</tr>
<tr>
<td>4E Representative</td>
<td>Keri Firth</td>
<td><a href="mailto:k_firth1@u.pacific.edu">k_firth1@u.pacific.edu</a></td>
</tr>
<tr>
<td>3D Representative</td>
<td>Navraj Rai</td>
<td><a href="mailto:n_rai1@u.pacific.edu">n_rai1@u.pacific.edu</a></td>
</tr>
<tr>
<td>3E Representative</td>
<td>Joann Horta-Baez</td>
<td><a href="mailto:j_hortabaez@u.pacific.edu">j_hortabaez@u.pacific.edu</a></td>
</tr>
<tr>
<td>2D Representative</td>
<td>Chris Nielsen</td>
<td><a href="mailto:c_nielsen1@u.pacific.edu">c_nielsen1@u.pacific.edu</a></td>
</tr>
<tr>
<td>2E Representative</td>
<td>Rosy DeLara</td>
<td><a href="mailto:r_delara@u.pacific.edu">r_delara@u.pacific.edu</a></td>
</tr>
<tr>
<td>1D Representative</td>
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<td>1E Representative</td>
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Student Bar Association Student Committees
The SBA organizes and oversees various student committees to focus on student issues and events, such as stress relief activities, networking opportunities, social events, facilitating communication with the student body, and addressing student concerns. Over Summer students apply for and are appointed to serve on these committees by the SBA Vice Presidents. First year students are invited to join one of the SBA Committees listed below or compete in an election for a seat on the SBA Board.

1) SBA Elections Committee
The SBA Elections Committee is responsible for conducting elections for first-year class representatives in the fall, and the campus-wide elections of the entire SBA Board in the spring. Committee members work together to regulate campaign procedures and inform candidates about the elections process. Members must keep records of Elections Committee activities, including election results and ballots.

2) Events and Coordination Committee (ECC)
Want to help plan events? The ECC is responsible for creating and coordinating social activities for students. This committee plans our annual and semi annual events such as “Gimme a Break” (breakfast during finals), the grand Welcome Back event, as well as the End of the Year BBQ. Members can also create new ideas and events for student life on and off campus.

3) Activities and Sports Committee
This Committee organizes outdoor activities and sports for the fall and spring semesters, including flag football and basketball, as well as other outdoor activities. The mission of the Committee is to promote sportsmanship, leadership, and cooperation among all participants.

4) Barrister’s Ball Committee
The annual Barrister’s Ball, more affectionately called “Law School Prom,” is a formal dinner and dance event that the SBA hosts for students and their guests in the spring. The Barrister’s Ball Committee is responsible for planning and coordinating all details related to the Ball.

5) Wellness Committee
The Wellness Committee helps students achieve optimal wellbeing to enhance their quality of life and succeed in law school. This Committee raises awareness about campus health services and counseling and student health insurance, and works with the Office of Student Affairs to implement wellness initiatives and advocate for student wellness needs. This Committee also coordinates wellness and stress relief events including Wellness Week.

6) Masters Committee
The Masters Committee is comprised of the SBA Representative at Large and students who a part of the MSL, L.L.M, JSD, MPP and MPA programs. This Committee organizes and plans events for the Masters students throughout the year.
Registered Student Organizations ("RSOs")
Practicing your legal skills doesn't always happen in class or during an internship. Registered Student Organizations (or as we call them “RSOs”) play an integral role in the campus environment and educational process for students at McGeorge and the many events hosted annually directly enhance academic and career preparation, cultural awareness, public service, leadership skills and networking opportunities. You’ll meet people with similar interests, organize meaningful activities, and have plenty of opportunities to network your way into a stellar internship or career.

The Office of Student Affairs is the campus department through which groups register at McGeorge. Groups must register annually to be recognized by McGeorge. The deadline to register for the 2017-2018 academic year is October 1, 2017. Contact Kelli Sarnowski in the Office of Student Affairs if you are considering forming an RSO (ksarnowski@u.pacific.edu or l_kindel@u.pacific.edu).

Alternative Dispute Resolution Club (ADR)
President: Lisa Kindel, l_kindel@u.pacific.edu
Most of the practice of law is negotiations. Be it plea bargaining, settlement agreements, or contract negotiations, you will experience negotiations in any field of the law. ADR Club is here to help students prepare for the real legal world and build those dispute resolution skills. We will hold lectures and in the spring, The All-McGeorge Annual Negotiation Competition. If there are any questions, please contact Lisa Kindel at l_kindel@u.pacific.edu.

American Constitution Society (ACS)
President: Joshua Bailey, j_bailey8@u.pacific.edu
ACS believes that law should be a force to improve the lives of ALL people. We work for positive and progressive change by shaping debate on critical legal and constitutional issues by building networks of progressive lawyers, law students, judges and policymakers dedicated to those ideas. We are well-supported by the national leadership and have the opportunity to bring some exciting and knowledgeable speakers as well as utilize their extensive national employment and internship network.

Asian Pacific American Law Student Association (APALSA)
President: Caitlyn Imura, c_imura@u.pacific.edu
Join McGeorge APALSA and network with other students, local attorneys and alumni! Check out our Facebook page for upcoming events!

Business Law Association (BLA)
President: Matt Gross, m_gross4@u.pacific.edu
Join us after a long week of classes to learn about the Business Law Association (“BLA”). Come explore the broad and complex area of business law. Business lawyers can be involved with a wide variety of tasks, including the formation of companies and public stock offerings. Business lawyers are well-versed in other areas of law, such as bankruptcy and labor law. Join BLA members to learn more about the field and about our plans for the year. Questions? Contact Matt at m_gross4@u.pacific.edu.

Cannabis Law Society
President: Leonardo Sandoval, l_sandoval1@u.pacific.edu
Interested in legal work surrounding the newest industry in the United States? Interested at all in the implications of the marijuana industry in California, nationally, and internationally? Come join us for a lunch time meeting where we will be discussing the primary objectives of the Cannabis Law Society. Do not be shy! Bring your lunch! All in all, we look forward to seeing your shining faces!

Christian Law Students Society (CLSS)
President: David Obisanya, d_obisanya@u.pacific.edu
Looking to network with fellow Christians? The Christian Law Students Society brings in a variety of attorneys as guest speakers to discuss their professions and how they got where they are! On days there aren’t guest speakers, the club meets on campus with other students to discuss volunteer opportunities and catch up with each other. Look for our meeting times in The Docket or contact David Obisanya at d_obisanya@u.pacific.edu.

¿Como se Dice? El Club de Espanol
President: Stacie Jackson, s_jackson8@u.pacific.edu
Interested in improving your Spanish? The Spanish Club strives to provide a fun and interactive environment for all who have a desire to improve their Spanish language skills. We hold group conversations, games, activities, cultural events, and more. Dues are $5 per year and food is always provided! Come learn more about this practical skill you can apply to any legal career! Look for our meetings and events in The Docket or to get involved contact Stacie Jackson at s_jackson8@u.pacific.edu.

Craft Beer Law Society (CBLS)
President: Aric Codog, a_codog@u.pacific.edu
The Craft Beer Law Society seeks to cultivate an appreciation for the law and business of craft beer among the McGeorge student body. CBLS’s mission is to use tastings, talks, and events to acquaint law students with the vibrant and fast-growing craft beer industry. Questions? Comments? Drinking Invitations? Contact CBLS President Aric Codog at a_codog@u.pacific.edu.
Criminal Law Society (CLS)
President: Rosy DeLara, r_delara@u.pacific.edu
The Criminal Law Society (CLS) was created to give law students an opportunity to connect with prosecutors, defense attorneys, and judges within the community. CLS gives those interested in Criminal Law the chance to network and build their legal relationships in this area of law, along with the opportunity to see what a career in this path would be like. CLS is a great way to talk to those with years of experience and build your legal reputation in the Criminal Law field!

Employment and Labor Law Student Association (ELLSA)
President: Nick McKinney, n_mckinney1@u.pacific.edu
Did you know that in many states you are not allowed to ask or discuss with fellow employees your wages? The Employment and Labor Law Students Association is for students interested in business law, civil rights litigation, or anyone who wants a job or has a job. We are focused on getting our members the connections needed to be practice ready. Look for our meetings advertised in the Docket or contact Nick McKinney, President at n_mckinney1@u.pacific.edu to become a member today.

Environmental Law Society (ELS)
President: Kasili Willie, k_willie@u.pacific.edu
Do you have an interest in protecting species, preserving wild lands, addressing agricultural issues, or tackling environmental justice problems? Then we welcome you to join the Environmental Law Society! ELS helps put on events throughout the school year, including panels, lectures, and Earth Law Week in the spring. For more information or to join ELS, contact Kasili Willie at k_willie@u.pacific.edu.

Family Law Student Association
President: Marissa Otteson, m_torres14@u.pacific.edu
The Family Law Student Association is dedicated to promoting the practice of Family Law within the McGeorge community, exposing McGeorge Law students to the broad fields of Family Law, and helping students build connections with practicing attorneys in the area.

Federal Bar Association (FBA)
President: Alexandra Bohlman, a_bohlman@u.pacific.edu
Join the Federal Bar Association and meet legal professionals working in the Sacramento Area! The FBA provides opportunities for judges, lawyers, and law students to interact professionally and socially. The Sacramento Chapter of the FBA holds numerous networking and educational events throughout the year. National membership as a 1L covers membership through 4 years. Look for events in The Docket or contact Alexandra Bohlman, FBA President at a_bohlman@u.pacific.edu to become a member today!

Federalist Society, McGeorge Chapter
President: Keri Firth, k_firth1@u.pacific.edu
The Federalist Society for Law and Public Policy Studies is a group of conservatives and libertarians interested in the current state of the legal order. It is founded on the principles that the state exists to preserve freedom, the separation of governmental powers is central to our Constitution, and it is emphatically the province and duty of the judiciary to say what the law is, not what it should be. Membership is $5. Benefits include subscription to Harvard Journal of Law & Public Policy.

Governmental Affairs Student Association (GASA)
President: Aoibheann Cline, a_cline2@u.pacific.edu
Interested in Government Law? Join GASA, the student run organization associated with the Capital Lawyering Program. We host events and panels throughout the year to expose student to careers in and around the Capitol. These events provide students with an opportunity to network with professional who work in all areas of government law. Look for our events in the Docket or contact Aoibheann Cline, GASA President, at a_cline2@u.pacific.edu to become a member today!

Health Law Association (MHLA)
President: Uri Grant, u_grant@u.pacific.edu
The McGeorge Health Law Association is an organization intended to familiarize students with legal, ethical, political, and social aspects of healthcare. In addition to advocating quality healthcare, MHLA is becoming a resource for students seeking an education and employment in the field of Health Law. MHLA meetings and events are designed to educate and introduce students to various aspects of Health Law and to facilitate networking with Health Law Practitioners in the local community.

If/When/How
President: Sarah Steimer, s_steimer@u.pacific.edu
If/When/How, McGeorge Chapter is part of student-led, student-driven, national network of law students, professors, and lawyers that works to raise awareness and education on reproductive justice. The organization promotes social justice and equity on campus.
Intellectual Property Student Association (IPSA)
President: Brandon Jack, b_jack1@u.pacific.edu
Interested in Business, Entertainment, Technology, or Art? JOIN IPSA! Every year we visit awesome companies and spend the day with their in-house attorneys. Companies such as Youtube, Google, Pixar, Hitachi, Western Digital and more!!! Dues are $20 per year for current McGeorge Students. Look out for any updates about our events and our visits to awesome companies in the very near future!!! Be sure to contact Brandon Jack, IPSA President, at b_jack1@u.pacific.edu to become an IPSA member today!

Legal Music Society
President: Henry Mantel, h_mantel@u.pacific.edu
Want to kick back, relax, and enjoy some tunes? Interested in learning about the music industry and the laws that govern it? Looking for people to jam with? Itching to see some live music? Then join the Legal Music Society! Come share your favorite songs, hear from professionals in the industry, and dance away the stress of school. You are welcome no matter what your taste in music! Look for our events advertised in The Docket or contact Henry Mantel at h_mantel@u.pacific.edu with questions.

International Law Society (MILS)
President: Joann Horta-Baez, j_hortabaez@u.pacific.edu
MILS is committed to promoting and developing the international legal community at McGeorge. Members meet to discuss current legal trends and the club sponsors speakers on current international topics. We provide panel discussions with internationally recognized lawyers and inform students on international internships and careers.

Middle Eastern & South Asian Association (MESAA)
President: Anthony Abdelsyed, a_abdelsyed@u.pacific.edu
Do you enjoy Middle Eastern & South Asian cultures? Join the Middle Eastern & South Asian Association (“MESAA”) at McGeorge School of Law! We are a non-political, non-religious organization that encourages the compassionate sharing of experiences, cultures, and background between members and the McGeorge student body and Sacramento legal community. We serve and participate in local communities, fundraise, and network with attorneys in the Sacramento region.

Jewish Law Students Association (JLSA)
President: Uri Grant, u_grant@u.pacific.edu
JLSA is an organization that appreciates diversity and inclusion of others. We welcome all to join us in learning about the various cultures and religions that make up the city of Sacramento. We will be hosting a blood drive, dinners, and other exciting events. As of now, there are no dues and non-members are welcome to attend all of our events. Look out for events on The Docket or contact Uri Grant, JLSA Club President, at u_grant@u.pacific.edu to become a member today!

Lambda Law Students Association
President: Anna Thomas, a_thomas10@u.pacific.edu
The Lambda Law Students Association (Lambda) is a group of students that provides a visible and accessible organization for the McGeorge LGBT community and allies. Lambda is a resource that provides information and awareness on LGBT related local and legal issues. If you are looking to learn, connect or be active in the LGBT community at McGeorge; Lambda is a safe space to do so.

Military Law Society (MLS)
President: Megan Thomas, m_thomas18@u.pacific.edu
The Military Law Society is a student-run organization for veterans, people who are interested in joining the military, people who are interested in government service, and those students and faculty who support our mission. The mission of the Military Law Society is to promote public service, professional development, and camaraderie. We host informational sessions for joining all military branches and networking events with local attorneys and judges with prior military service.

Moot Court Society
Co-Executive Chairs: Tyler Horn, t_horn@u.pacific.edu and Bryce Fick, b_fick@u.pacific.edu
Moot Court Society is a club that is open to all students. We work in collaboration with the Moot Court Honors Board to promote excellence in legal writing and oral argument among members and the student body at large during all three years of law school. Reach out to our Co-Executive Chairs, Tyler Horn & Bryce Fick, at t_horn@u.pacific.edu and b_fick@u.pacific.edu to find out more.

Latino/a Law Students Association (LLSA)
President: Karla Cruz, k_cruz5@u.pacific.edu
LLSA promotes the professional advancement, academic success and cultural heritage of its members. LLSA strives to bring awareness of issues affecting the Latino community and give back to the Sacramento community. Dues are $25. Look for our at events advertised in The Docket or contact Karla Cruz, LLSA president at k_cruz5@u.pacific.edu.
National Lawyers Guild (NLG)  
Organizer: Stephen Myers, s_myers4@u.pacific.edu  
The National Lawyers Guild is the nation’s oldest and largest progressive bar association and was the first one in the US to be racially integrated. The NLG recognizes the importance of safeguarding and extending the rights of workers, women, LGBTQ people, people with disabilities, and people of color; seeks actively to eliminate racism; works to maintain and protect civil rights and liberties; and seeks to strengthen the law to be an instrument for the people.

Phi Alpha Delta (PAD)  
Justice: Janette Malanowski, j_malanowski@u.pacific.edu  
As the largest, professional legal fraternity in the world, Phi Alpha Delta Law Fraternity, International fulfills our mission - “Service to the student, the school, the profession and the community” - by helping students make informed decisions about their education, connecting them with mentors and fostering supportive communities in and out of school.

Phi Delta Phi Legal Honor Society- Shields Inn (PDP)  
Magister: Eric Giersch, e_giersch@u.pacific.edu  
Did you come to law school to make an impact? Would you like to be part of a community dedicated to achievement, personal growth, and philanthropy? Join Phi Delta Phi Legal Honor Society! Joining PDP not only gives you an opportunity to connect with the local community and give back, but also a chance to be part of the oldest and most prestigious legal society in North America. For more information contact Eric Giersch, Phi Delta Phi Magister, at e_giersch@u.pacific.edu.

Public Legal Services Society (PLSS)  
Executive Director: Dannica Molina, d_forward@u.pacific.edu  
PLSS is a student organization dedicated to enhancing the ability of law students and graduates to choose public interest or public service careers. Assisted by faculty and staff, PLSS organizes a yearly auction to raise money to fund students’ summer internships in public interest work. This past year, PLSS awarded $94,000 in grants to students working in unpaid legal service positions! Email Dannica Molina, Executive Director, at d_forward@u.pacific.edu to learn how to become a member!

Public Policy and Administration Society at McGeorge (PPAS)  
President: Yasaman Kavousi, y_kavousi@u.pacific.edu  
Do you want to make a difference while making friends? Then the Public Policy and Administration Society (PPAS) at McGeorge is for you! PPAS is an organization of McGeorge students who engage in the cultivation of leadership, collaboration, and professionalism through various activities and events. Our members serve as a network of support for one another, our school, and our community. Contact Yasaman Kavousi, PPAS President, at y_kavousi@u.pacific.edu to learn more.

Real Property Club  
President: Kevin Duewel, k_duewel@u.pacific.edu  
Real Property Club provides opportunities and connections in real estate and land use practice at McGeorge School of Law.

Rugby Club  
President: Ryan Molavi, n_molavi@u.pacific.edu  
Interested in staying in shape during the school year? Have any questions about how to succeed in law school or any questions about the legal practice in general? If so, rugby at McGeorge is for you. The McGeorge Rugby Club offers students an opportunity to compete against other programs in the Sacramento area, the Rugby Club also represents a great opportunity for incoming 1L students to meet both 2L and 3L students as well recent McGeorge graduates.

Soccer Club (McGeorge FC)  
President: Keegan Doheney, k_doheney@u.pacific.edu  
Need a break? Like to kick a soccer ball around? Come out and join the McGeorge Soccer Club during our weekly pick up games. All skill levels are welcome to join. We are out here to have fun and stretch our legs from all that studying! Contact Keegan Doheney for any questions at K_Doheney@u.pacific.edu.

Sports & Entertainment Law Society (SELS)  
President: Gustavo Ponce, g_ponce1@u.pacific.edu  
Are you interested in a career in the Sports and Entertainment field? The Sports & Entertainment Law Society (SELS) seeks to provide students who have an interest in Sports or Entertainment law with the means to become involved in the fields and at the same time acquire knowledge of the issues in these fields. The society sponsors numerous activities to expose students with the knowledge and experience needed to the practices in these fields.
Strategic Games Club (SGC)
Chancellor: Kristian Stoberlein, k_stoberlein@u.pacific.edu
The Strategic Games Club provides members an opportunity to take a break from the stress and rigor of law school through tabletop games like Pandemic, 7 Wonders, Catan, Sheriff of Nottingham, Ticket to Ride, Bang! We have weekly meetups to play the board games every Friday. Dues are $5 a year. Look for our meetings on The Docket and join us for a day of games.

The Golf Association
President: Dylan Rupchock, t_rupchock@u.pacific.edu
Ever consider golfing but not know when to start? Now is your chance. The Golf Association provides members with various opportunities to practice and improve your game. Golf is an invaluable skill to learn for future lawyers and business professionals alike. Additionally, The Golf Association will provide great opportunities to network with legal professionals in the community. For questions or inquiries contact Dylan Rupchock, The Golf Association President, at t_rupchock@u.pacific.edu.

Trial Advocacy Association (TAA)
President: Kelli Tong, k_tong2@u.pacific.edu
The Trial Advocacy Association (TAA) is here for you! We provide opportunities for students to practice trial advocacy skills. The TAA board is McGeorge’s Mock Trial Team members and we are here to mentor those who are interested in Trial Advocacy, to provide a forum for like-minded students to socialize, and to provide support and input to the faculty in administering the trial advocacy program. Look out for opportunities throughout the year to get involved in Trial Advocacy!

Water Law Society (WLS)
President: Gage Marchini, g_marchini@u.pacific.edu
The Water Law Society provides McGeorge students that are interested in practicing Water Law with comprehensive insights into the field by connecting students to a network of alumni and professionals, encouraging students to participate in events like the California Water Law Symposium, and providing an active learning experience for developing professionals.

Wine Law Society (WLS)
President: Gage Marchini, g_marchini@u.pacific.edu
California’s wine industry is one of the largest in the country and presents many job opportunities for lawyers ranging from transactional work to the growing issue of water and property rights. Wine Law Society plans to host networking events, panels, and educational experiences that will relate things learned in law school with real-world opportunities. Wine Law Society will give students the opportunity to network with attorneys and learn about this exciting field.

Women’s Caucus (MWC)
President: Kiersten Kranbergl, k_kranberg@u.pacific.edu
MWC is a forum for women and men on campus who are enthusiastic about the discussion of legal issues surrounding women and the law. That includes philanthropy that raises awareness and money for women’s groups in the Sacramento area, informational meetings to learn about women’s issues in the study and practice of law, and social activities to develop relationships with classmates and future colleagues.

Yoga Club
President: Megan McCauley, m_mccauley2@u.pacific.edu
Yoga Club is an opportunity for students to access yoga on campus at only $10 a year. Yoga is a great way to relieve stress, exercise, and connect the mind and body. With all of the demands of law school, Yoga Club is a great place to have fun, meet other students, and find some stress relief!
The Code of Student Responsibility (“CoSR”) governs student behavior at all times from the time of submitting an application for admission until graduation, expulsion, voluntary withdrawal, or academic disqualification not followed by reinstatement. The CoSR is divided into four parts – Cannons of Ethics, Disciplinary Rules, Organizational Rules, and Procedural Rules – two of which are published here. The CoSR in its entirety may be found online at mcgeorge.edu/Policies_and_Handbooks.htm and printed copies are available from the Office of Student Affairs.

**Cannons of Ethics**

C.E. 1. McGeorge students are bound to obey the law but are free to criticize it and advocate its change.

C.E. 2. Lawyers and professionals should exemplify integrity, honor, personal morality, and responsibility. McGeorge students ought to conform to those standards in preparing for the legal profession. Public confidence in self-regulating profession depends upon the willingness of those professionals, and students of the professions to be responsible for the conduct of their colleagues. Each McGeorge student should actively discourage other students from violating the Disciplinary Rules. A student who has personal knowledge of a violation of the Disciplinary Rules should report that knowledge to a McGeorge official and should assist in the investigation and determination of any such alleged violation.

C.E. 3. Professional education demands free debate, characterized by the quick interplay of ideas, skillful use of logic, and knowledge of precedents, all tempered by compassion. McGeorge students should respect this process and join in it actively with their colleagues.

C.E. 4. An open society requires lawyers and professionals who are free to act and speak as independent professionals. In learning their professional responsibilities, students should consider opposing views with tolerance and care, but should remain steadfast if convinced that their causes and their own ethical standards are just.

**Disciplinary Rules**

A breach of the Cannons of Ethics may not be grounds for discipline unless the breach also violates any of the following Disciplinary Rules. Expulsion, suspension, or a lesser disciplinary sanction may result from the commission while a student of any of the following offenses:

D.R. 1. Dishonesty in any academic pursuit, including examinations and the submission of work for credit or publication. Dishonesty includes, but is not limited to, the (a) giving or receiving of unauthorized assistance and (b) plagiarism.

D.R. 2. Destruction or theft of property of the McGeorge School of Law or of any member of the McGeorge community.

D.R. 3. Intentional gross disruption of academic or social functions conducted under the auspices of the McGeorge School of Law.

D.R. 4. Misrepresentation of a material fact with intent to deceive any person in connection with any official business of the McGeorge School of Law or of any co-curricular or extra-curricular activity sponsored by the School of Law or a recognized student organization.

D.R. 5. Divulgence, without proper authorization, of any confidential information of the McGeorge School of Law, including information received as an employee of the School of Law or in an official capacity on any committee of the School of Law which justifiably establishes the necessity for its deliberations being confidential and so advises participants.

D.R. 6. Intentional and unjustifiable harassment of any member of the McGeorge community.

D.R. 7. Unprivileged failure to cooperate in the investigation or determination of an alleged violation of these Disciplinary Rules as requested by the Dean or the Dean’s designee, the Presenting Counsel, or the Presiding Member of the Disciplinary Hearing Panel.

D.R. 8. Failure to comply with rules, regulations and orders respecting student conduct duly promulgated by the McGeorge School of Law.

D.R. 9. Criminal or tortious conduct that intentionally harms or threatens the health, safety, or welfare of any member of the McGeorge community, or any person on the McGeorge campus, or any person in connection with any official McGeorge function. Such prohibited conduct includes but is not limited to physical or sexual violence or threats of violence.

D.R. 10. Conduct evidencing bad moral character that is relevant to fitness for professionals, or legal study, or practice.

D.R. 11. Sexual misconduct, discrimination, and retaliation as described in the University of the Pacific’s policy.
McGeorge makes every reasonable effort to accommodate, on a case-by-case basis, students with physical, medical, or learning disabilities. Appropriate services and modifications are worked out on a case-by-case basis. Our campus facilities are accessible to students with mobility impairments, and, in compliance with the Americans with Disabilities Act, we do not discriminate in the administration of our educational programs, admissions, scholarships, loans, or other activities or programs based on disability.

For additional information, please review the online Policy Handbook for Students with Disabilities (available at mcgeorge.edu/Disabled_Student_Services.htm) and contact the Office of Student Affairs at sacstudentaffairs@pacific.edu or 916.739.7089 with any questions or to submit your request for accommodations.

McGeorge maintains records for each student that include name, address, telephone, student identification, social security number, material submitted for the admission application, general information on academic status at McGeorge, previous school data, courses previously taken or being taken, credits, and grades. Applicants for financial aid have a file established in the Financial Aid Office to maintain financial aid records. For more detail regarding Student Records, please refer to the website (mcgeorge.edu/Student_Records_Policy.htm). Inquiries about the school’s compliance with student records and privacy rights regarding educational records under the Family Educational Rights and Privacy Act (FERPA) of 1974, may be directed to the Office of the Registrar (sacregistrar@pacific.edu) or the Family Educational Rights and Privacy Office, U.S. Department of Education, Washington D.C.

McGeorge is committed to the personal safety of its students and other members of its campus community and maintaining a safe and respectful environment free from sexual misconduct. Safety education and prevention information is distributed to students during Orientation and available throughout the year through Public Safety. A detailed explanation of the support and services available to assault victims may be found in the full Sexual Assault and Response Policy Statement which is located online at mcgeorge.edu/Sexual_Assault_and_Response_Policy_Statement.htm. To report student, staff or faculty sexual misconduct, a victim or witness may contact Elisa Levy, Assistant Dean, Administration and Strategic Planning and Title IX Campus Representative at 916.739.7343, in addition to any Campus Security Authority, such as Public Safety or Dean McGuire.

McGeorge is committed to providing an environment free of sexual harassment and harassment because of race, religious creed, color, national origin, ancestry, disability, marital status, sexual orientation, age, or any other basis made unlawful by federal, state, or local law, ordinance, or regulation. This policy applies to all persons attending or involved in the operations of McGeorge. Prohibited harassment in any form, including verbal, physical, and visual conduct, threats, demands, and retaliation in unlawful and will not be tolerated. A publication, “Prohibited Harassment,” provides further information about policies and procedures. It is available from the Office of the Registrar.
SUBSTANCE ABUSE POLICIES & PROCEDURES

Students are expected to comply with federal, state, and local laws governing the possession, distribution, use, and consumption of alcohol and illicit drugs on the campus and as part of school activities both on and off the campus. A publication, “Substance Abuse Policies and Procedures,” provides further information about policies, procedures, and available drug and alcohol abuse education programs, as required by Section 1213 of the Higher Education Act of 1965, as amended. The publication is available online at mcgeorge.edu/Substance_Abuse_Policies_and_Procedures.htm.

ANNUAL SECURITY AND FIRE SAFETY REPORT

In compliance with the Jeanne Cleary Disclosure of Campus Security Policy and Campus Crime Statistics Act, or Cleary Act, the Pacific Sacramento Campus Public Safety Department is responsible for providing the Annual Security and Fire Safety Report. This report contains the three most recent calendar years of crime statistics for the campus. It includes crimes that occurred on campus, in campus housing, and on non-campus property and public property that is adjacent to campus. Also included in this report is fire safety information for on-campus housing. Hard copies of this report are available at the Public Safety Office, Human Resources Office, and Admissions Office, and an electronic version is available online at mcgeorge.edu/Documents/Policies/annualSecurityReport.pdf.
American Bar Association (ABA) Standard 510 requires each law school to publish and comply with policies regarding student complaints that address the school’s program of legal education.

Any student at the law school who wishes to bring a formal complaint to the administration regarding a significant problem that directly implicates the school’s program of legal education and its compliance with the ABA Standards, should do the following:

1. Submit the complaint in writing to the Assistant Dean for Student Affairs. The complaint may be sent via email, U.S. Mail, facsimile, or in person to the Office of the Assistant Dean for Student Affairs. There is also a web-based form located online at mcgeorge.edu/Student_Complaint_Process.htm.

2. The complaint should describe in detail the behavior, program, process, or other matter that is at issue, and should explain how the matter directly implicates the law school’s program of legal education and its compliance with a specific, identified ABA Standard(s).

3. The complaint must contain the complaining student’s name, his/her student ID#, his/her official law school email address, and his/her current mailing address.

When an administrator receives a student complaint that complies with the foregoing requirements, the following procedures shall be followed:

1. The Assistant Dean for Student Affairs will acknowledge the complaint within three business days of receipt. Acknowledgement may be made by email, U.S. Mail, or by personal delivery, at the option of the Assistant Dean.

2. Within 10 business days of acknowledgement of the complaint, the Assistant Dean for Student Affairs, or the Assistant Dean’s designee, shall respond to the substance of the complaint, either in writing or in person, and shall indicate what steps are being taken by the law school to address the complaint. If further investigation is needed, the complaining student shall, upon conclusion of the investigation, be provided with substantive response to the complaint within 10 business days after completion of the investigation.

3. Any appeal regarding a decision on a complaint shall be brought before the Associate Dean for Academic Affairs. Any appeal from the decision of the Associate Dean shall be brought before the Dean of the Law School. The decision of the Dean will be final. Any appeal must be brought within 10 business days from the date of the response by the Assistant Dean or the Associate Dean.

4. A copy of the complaint and a summary of the process and resolution of the complaint shall be kept in the office of the Assistant Dean for Student Affairs for a period of eight years from the date of final resolution of the complaint.

QUESTIONS?

Dean Carr  
p: 916.739.7089  
e: jcarr@pacific.edu