

SOUTHWESTERN LAW SCHOOL

L O S A N G E L E S

Academic Policies and Procedures

Revision history: Formerly a part of the annually revised Student Handbook. Established as a standalone policy August 2022.

Related policies: [TBD].

Scheduled Review Date: June 2023 (Dean of Students and Diversity Affairs Office)

A. General Policies

The following policies have been adopted by the Southwestern faculty or have been mandated by the American Bar Association in the *American Bar Association Standards for Approval of Law Schools*. They are designed to enhance each student's legal education and should be referred to frequently. (SCALE and LL.M. students should refer to the SCALE Program Policies and Masters of LAWS Program Policies for specific academic policies governing those programs. SCALE and LL.M. students are subject to any of the following policies that are not specifically delineated in the SCALE Program Policies and Masters of LAWS Program Policies).

1. Grade Point Average Requirements

Students must maintain a cumulative GPA of at least 2.330. See section of this Handbook titled *Academic Probation* and *Academic Disqualification* for information regarding failure to maintain a GPA of at least 2.330.

2. Computation of Units

An academic year for continuing students is based on the summer term (if taken) and the following fall semester, the January intersession (if taken), and spring semester. For purposes of computing the GPA, units earned in summer term and the January intersession are applied toward the computation of the cumulative GPA. Grades earned in the summer session and intersession are not averaged with semester grades. Grades earned in the summer session and intersession do

not count toward the determination of an academic disqualification based upon two consecutive semesters on academic probation.

3. Repeated Courses

All required courses must be completed with a grade no lower than D-.

- a. A failed required course must be repeated during the next semester in which it is offered in their designated program. If a student fails a required course twice, they will automatically be academically disqualified.
- b. For the purpose of this rule only, in a two-semester sequential course, e.g., Contracts I and Contracts II, a passing grade for the course is determined by averaging both semester grades together. If the averaged grade is below 0.5, the student must repeat both semesters. If the averaged grade is 0.5 or above, the failed semester need not be repeated, but unit credit will not be granted for that semester's course and the student must complete additional coursework must to meet the unit requirement for graduation. However, a student who fails Legal Analysis and Writing Skills (LAWS) I, will not be eligible to move on to LAWS II and will be required to repeat the course.
- c. Unit credit will not be awarded more than once for a given course. If a student must repeat both semesters of a two-semester course, unit credit will be given only for the semester that was not previously passed.
- d. When a student repeats any course, both grades appear on the transcript and both are given full weight for purposes of computing cumulative GPA, unless otherwise approved by the Dean in extraordinary circumstances.

4. Course Sequence

Absent extraordinary circumstances, courses must be taken in the sequence indicated on the Southwestern website, Self-Service, and registration materials available on the portal.

- a. A student has completed the first year after completing LAWS I and II, Contracts I and II, Civil Procedure I and II (or, for SCALE, Jurisdiction and Civil Litigation), Criminal Law, Property, and Torts.
- b. All full-time students must complete the required first-year courses, including the first-year elective, and register for the required second-year courses before being permitted to take upper-division elective courses. Full-time students, after completing their first year, may enroll in any course

offered during a summer term where only first-year courses are prerequisites. Students who have not completed all first year required courses may be approved to enroll in the summer term and upper-division elective courses with approval from the Dean of Students. Only upper-division students may enroll in the January intersession.

- c. All part-time students must complete their required first-, second- and third-year required courses by the end of their third year, unless otherwise excused in writing by the Dean. Part-time students who have completed their first or second year may enroll in any summer session course for which they have completed the prerequisites. Only upper-division students may enroll in the January intersession.
- d. Students are not permitted to withdraw from required courses except under extenuating circumstances with written permission from the Dean of Students.

5. Prerequisites

Each student is responsible for having completed the proper prerequisite(s) for each course as listed in the registration materials, Southwestern website, and Self-Service.

Legal Analysis and Writing Skills (LAWS) I is a prerequisite for Legal Analysis and Writing Skills (LAWS) II. Students who fail LAWS I or otherwise do not complete the course are not permitted to participate in LAWS II during their first year. Instead, both courses will be required in the second year. Failure to complete LAWS I and II will impact a student's ability to enroll or participate in other courses and programs, such as externships and honors programs.

6. Unit Overload, Unit Underload

Full-time students may enroll in no more than 16 units per semester (or 8 units in the summer session) and in no fewer than 10 units per semester. Part-time students may enroll in no more than 11 units per semester (or 6 units in the summer session) and in no fewer than 8 units per semester. Written approval must be obtained from the Dean of Students for any deviation. Students must be in good academic standing to receive permission to overload for one semester.

This policy is in accordance with ABA Standard 311(c):

A law school will not permit a student to be enrolled at any time in coursework that, if successfully completed, would exceed 20 percent of the total coursework required by that school for graduation.

7. Minimum Number of Classroom Credits Required for J.D. Students

ABA Standard 311(a) requires that a J.D. student complete at least 64 credit hours that require attendance in regularly scheduled classroom sessions or direct faculty instruction. J.D. students should be aware that not all credits they may take for graduation will count toward this 64-credit requirement. All students seeking the J.D. degree must complete 87 credit hours to graduate. This policy does not alter that graduation requirement. Therefore, if a student takes more than 23 non-classroom credits, the student will have to take more than 87 credit hours to earn the degree.

8. Changing from the Traditional Part-Time Program to the Full-Time Program

Students wishing to change their program status from the traditional part-time program to the full-time program must obtain a cumulative 3.300 GPA. Students must meet with the Dean of Students Office to discuss changing programs. Students are not permitted to switch from part-time to full-time during their first year.

9. Length of Course of Study

SCALE students are expected to complete their course of study in two years; full-time students, in three years; and part-time students, in four years.

To be eligible for the J.D. degree, a law student must complete the course of study required for the degree in no fewer than 24 months and no more than 84 months after the student has commenced law study at the Law School or at a law school from which transfer credit has been accepted.

This policy is in accordance with ABA Standard 311(b) of the *American Bar Association Standards for Approval of Law Schools*.

Exceptions to the 84-month rule must be approved by the Dean of Students and in accordance with ABA Standard 311(b) for extraordinary circumstances.

Students are expected to maintain continuous enrollment in law school. Failure to enroll in any semester will be treated as a withdrawal unless a student has been granted a leave of absence. Students should also consult with the *Leave of Absence* and *Withdrawal* sections.

10. Bar Exam Policy

Those students who have successfully completed the requisite units for graduation at the conclusion of the spring semester or second SCALE year will be certified by the law school to take the July Bar Examination of that year. Those students who successfully complete the requisite units for graduation at the conclusion of a summer term in July, or at the conclusion of the fall semester in December, will be certified by the law school to take the Bar Examination the following February.

Those students who have successfully completed the requisite units for graduation at the conclusion of the January intersession may graduate in January and could be certified to take the Bar Examination the following February or July. However, January graduates who wish to take the immediate February bar examination should take note that (1) there may not be enough time to certify them for the bar examination due to the timing of the submission of the January intersession grades, and (2) their ability to study for the bar will likely be impacted given their enrollment in January intersession courses.

Certification by the law school may be withheld where a student is facing an Honor Code Committee (HCC) determination regarding an alleged Honor Code violation or has yet to complete sanctions resulting from such violation.

11. Leave of Absence

A leave of absence will be allowed solely in the discretion of the Dean of Students and only under compelling circumstances or as an approved disability or pregnancy accommodation. A leave of absence will generally be granted for no more than one academic year.

Any student desiring to take a leave of absence from the law school must meet with the Dean of Students Office to obtain approval. Only a student in good academic standing is eligible for a leave of absence, unless special permission is granted by the Dean of Students. Any student requesting a leave of absence must complete the Leave of Absence form and have an exit interview with the Dean of Students Office and the Financial Aid Office before submitting the paperwork to the Registrar's Office. Those students requesting a leave of absence from the law school who have an outstanding tuition balance are required, before to visiting the Financial Aid Office, to visit the Accounting Office to schedule repayment arrangements.

A student who has been granted a leave of absence is responsible for registering for the semester following the expiration of the leave. They must notify the

Registrar's Office in writing to have their student account reactivated in order to register. Notation of the leave is recorded on the student transcript.

Any student who does not return following the expiration of their leave will be assumed to have permanently left the law school. They will be readmitted only upon filing a new application for admission with advanced standing following regular admission channels. The application will be considered on the same basis as transfer applications received that year. A student who fails to enroll in any semester and has not been granted a leave of absence will be deemed to have withdrawn from the law school.

If granted, a leave of absence does **not** extend the time period of an Incomplete unless explicitly approved by the Dean of Students. Students should also consult with the *Incomplete* section of this policy.

12. Administrative Leave of Absence

An administrative leave of absence is a leave that the Law School requires that a student take due to a potential threat to the safety or welfare of the student or other members of the Law School community. A student who is placed on an administrative leave will not be permitted to attend classes or to be on Law School property without prior written permission from the Dean of Students.

13. Leave of Absence for Students Called to Military Service

Students seeking a leave of absence to enter into U.S. Military service should contact the Dean of Students and Diversity Affairs Office to coordinate a formal leave of absence from the Law School.

The student must intend to return to the Law School within the granted leave period, which typically should not exceed one calendar year. Under extenuating circumstances, an extension can be granted.

A copy of the orders to report/prove of active service must be attached to the leave of absence request form.

For periods of less than 30 days, students should contact the Dean of Students and Diversity Affairs Office to see if appropriate accommodations can be made or whether a Leave is necessary.

B. Registration

1. Registering for Courses

All students are required to submit copies of their official transcript(s), with degree conferred, from all undergraduate degree granting institutions within 30 calendar days of their start term. In accordance with ABA Standard 502, students who fail to submit their official transcript(s) by the deadline are subject to being administratively withdrawn from the law school. Official transcripts should be submitted directly to the Law School Admission Council. Any extension is at the discretion of the Registrar.

Students should consult with the [academic calendar](#) for the start date of classes per program. The add/drop deadline per term is listed in the academic calendar.

Course schedule changes must be made via Self-Service online unless after the add/drop deadline. After the add/drop deadline, course schedule changes must be made in the Registrar's Office by completing a Student Action Report (SAR) and receiving approval from the Dean of Students. Add/drop deadlines are listed on the academic calendar for each program and are located on the website.

a. Adding Courses

Students may add courses during the regular semester up to one week after the first day of the term as designated on the academic calendar. Summer session courses may be added up to one week after the first day of summer session. January intersession and summer mini-term courses may be added up until the first class of the term, as designated on the academic calendar. Schedule changes must be made online through Self-Service. If a student enrolls in a course after the beginning of classes, the missed class(es) will be counted as absences at the discretion of the Dean of Students. Students may not register for only mini-term courses during the fall and spring semesters.

b. Dropping Courses

A student may not drop any required courses. Externships may only be dropped with the approval of the Director of Externships.

A student is permitted to drop from a course after the last day to drop classes only for serious and compelling reasons or as an approved disability or pregnancy accommodation. Approval for a course drop must be obtained from the Dean of Students. Southwestern policy requires that a

student must submit a Student Action Report (SAR) to the Dean of Students Office and meet with the Dean of Students. Without an SAR, a course drop cannot be completed. If the petition is approved, a notation of "W" will be listed on the student's transcript for the course dropped

Non-required courses may be dropped through the first week of classes during the regular academic year and the summer session. January intersession and summer mini-term courses may be dropped through the first day of classes. After that point, any dropped course will be recorded as an Administrative Fail (*F), unless otherwise approved by the Dean of Students. (Students wishing to drop a course after the last drop date should refer to the *Withdrawal* section of this policy.)

The effective date of the course drop usually is the last day the student attended a class, but the Executive Director of Financial Aid will be consulted to ensure the effective date is accurate. A student is responsible for following up on any request to drop a course. Course drops cannot and will not be back-dated to before the last date of attendance. Information regarding pro-rated tuition refunds for courses dropped after the add/drop period of the semester, January intersession or summer session, may be obtained by referring to the *Tuition Refund Policy*, the current catalog, the Southwestern website, or current registration materials.

2. Cross-Registration

Cross-registration occurs when full-time day and PLEAS/Part-time day students register for courses designated for the evening division or when evening students register for courses designated for the day division.

At the discretion of the Dean of Students, certain courses designated for the evening division may be available for registration by day students, and certain courses designated for the day division may be available for registration by evening students. Students wishing to cross-register must complete a Student Action Report (SAR), indicating the reasons for the needed change (e.g., course conflicts, childcare issues, etc.). Cross-registration is allowed only with the approval of the Dean of Students. Cross-registration will not be approved for reasons of professor or schedule preference. After cross-registration is approved by the Dean of Students, students may enroll in the course online through Self-Service.

Students who request cross-registration because of an externship obtained through the Externship Office must obtain approval from the Dean of Students after receiving written approval of the externship by the Externship Office. This

request must state why cross registration is necessary. Cross-registration to accommodate part-time externships is unlikely to be approved.

3. Auditing Courses

Southwestern students and alumni visitors may take courses on an audit basis (i.e., no letter grades will be given; auditor will not sit for exams or complete other assessments and will not receive professor feedback). Students must obtain permission from the Dean of Students to audit a course. Alumni visitors may arrange to audit through the Registrar's Office. Courses that meet the experiential requirement, upper-division writing requirement, required Bar Readiness Curriculum, as well as other limited enrollment courses requiring extensive class participation may not be audited. Requests to audit courses that have waitlists or are in high demand will generally not be approved. Courses taken on an audit basis will appear as an "AU" on a student's transcript. Southwestern students are charged usual tuition rates for audited courses. (See the *Alumni Visitors Policy* and the [Tuition and Fees](#) page on the Southwestern website). SCALE students should refer to the *SCALE Program Policies* for the rules on auditing courses in the traditional program.)

4. Withdrawal

If a student wishes to withdraw from the law school after the last day to drop classes without a penalty of an Administrative Fail (*F), approval must be obtained from the Dean of Students. If the petition is approved, a notation of "W" will be listed on the student's transcript for all courses that semester. A withdrawal by a first-year student during either the fall or spring semester will result in the student having to re-apply for admission through regular admission channels. Admission to the next academic year is not automatic and will depend on the competitiveness of the incoming class.

Those students requesting a complete withdrawal from the law school are required to complete a withdrawal form, and have an exit interview with the Dean of Students Office and the Financial Aid Office prior to submitting the paperwork to the Registrar's Office. Those students requesting a complete withdrawal from the law school who have an outstanding tuition balance are required, prior to visiting the Financial Aid Office, to contact the Accounting Office to schedule repayment arrangements.

5. Student Action Report (SAR)

A [Student Action Report](#) (SAR) form is required for the following transactions. In many cases, prior approval is required.

- a. Adding a course after the add period
- b. Withdrawal from a course after the drop period
- c. Adding an honors program
- d. Adding an externship
- e. Request for unit overload or unit underload
- f. Change of graduation date
- g. Cross registration
- h. Change of vital data (e.g., address, telephone, change of name)
- i. Change of status (e.g., day to evening, evening to day)
- j. Request to exceed Credit/No Credit limit

C. Southwestern Summer Courses and January Intersession

1. Summer Courses

Southwestern offers extensive summer programs, comprised of in-class courses during summer session and externships. Current Southwestern students in addition to law students who have completed at least one year of law school and are currently in good standing at an ABA-approved or state-accredited law school may enroll summer courses at Southwestern. While full-time students in the traditional program are not required to attend, part-time students must attend at least two summer sessions to graduate within four years. SCALE students may select the on-campus summer session as a SCALE summer session option. (See the *SCALE Program Policies* for more information.)

a. Computation of GPA

For purposes of computing the GPA, units earned in the summer session are applied toward the computation of the cumulative GPA. Grades earned in summer session are not averaged with fall or spring semester grades. Units earned in summer session do not count toward the determination of an academic disqualification based upon two consecutive semesters on academic probation.

b. Academic Disqualification

Academically disqualified students enrolled in the summer session may continue attending classes until notified by the Academic Standards Committee of its action on their petition. If the petition is approved, credit will be granted for summer session work successfully completed. If the petition is denied, no credit will be allowed and no grades for summer session courses will be recorded. In the event of a denial, a full summer

session tuition refund for courses currently enrolled in at Southwestern will be automatically processed.

c. Adding Courses

Summer session courses may be added up to one week after the first day of the summer session as designated on the academic calendar. Schedule changes must be made online through Self-Service. If a student enrolls in a course after the beginning of the session, the missed class(es) may be counted as absence(s) at the discretion of the Dean of Students. Students may not register for only mini-term courses during the fall and spring semesters.

d. Dropping Courses

Courses may be dropped up until one week after the summer session begins as designated on the academic calendar. After that point, any dropped course will be recorded as an Administrative Fail (*F), unless otherwise approved by the Dean of Students. Any drop approved by the Dean of Students after the drop deadline will result in a "W" on the transcript. Information regarding prorated tuition refunds for courses dropped after the add/drop period of the summer session may be obtained by referring to the *Tuition Refund Policy*, the current catalog, or current registration materials.

Course schedule changes must be made online through Self-Service unless after the drop deadline. After the drop deadline, course schedule changes must be made in the Registrar's Office by filling out a Student Action Report (SAR) and receiving approval from the Dean of Students.

e. Prerequisites

Each student is responsible for completing the proper course prerequisites as listed in the registration materials and online through Self-Service and the Southwestern website. Course credit will be denied to any student enrolled without the proper prerequisite(s) unless waived by the Dean of Students. All students should consult the summer schedule online through Self-Service and registration materials to see which courses are open to them.

f. Tuition Refund Policy

Please see the *Tuition Refund Policy* on the Institutional Policies page.

2. January Intersession

The January intersession program is held for one week each year following the conclusion of the fall semester and prior to the commencement of the spring semester. The intersession provides opportunities for students to enroll in skills-based and other courses. Only upper division students may enroll in the January intersession. Students must attend all class meetings to receive unit credit. Eligible students are permitted to enroll in one course per intersession.

a. Computation of GPA

For purposes of computing the GPA, units earned in the January intersession are applied toward the computation of the cumulative GPA. Grades earned in the intersession are not averaged with fall or spring semester grades. Units earned in the intersession do not count toward the determination of an academic disqualification based upon two consecutive semesters on academic probation.

b. Academic Disqualification

Grades earned in the intersession will remain on the transcript of an academically disqualified student regardless of the decision from the Academic Standards Committee.

c. Adding Courses

January intersession courses may be added up to the first class meeting. Schedule changes must be made online through Self-Service.

d. Schedule Changes

Course schedule changes must be made online through Self-Service unless after the drop deadline for the January intersession. After the drop deadline, course schedule changes must be made in the Registrar's Office by filling out a Student Action Report (SAR) and receiving approval from the Dean of Students.

Courses for the January intersession may be dropped through the first day of the intersession. After that point, any dropped course will be recorded as an Administrative Fail (*F), unless otherwise approved by the Dean of Students. Any drop approved by the Dean of Students after the drop deadline will result in a "W" on the transcript. Information regarding prorated tuition refunds for courses dropped after the add/drop period of the

January intersession may be obtained by referring to the *Tuition Refund Policy*, the current catalog, or current registration materials

e. Prerequisites

Each student is responsible for completing the proper course prerequisites as listed in the registration materials and online through Self-Service and the Southwestern website. Course credit will be denied to any student enrolled without the proper prerequisite(s). Students should consult the January intersession schedule online through Self-Service and the registration materials to see which courses are open to them.

f. Tuition Refund Policy

g. Please see the *Tuition Refund Policy* on the Institutional Policies page.

D. Employment Policy

Southwestern prohibits full-time students enrolled in more than 12 units per semester from working more than 20 hours per week during the academic year. In accordance with this policy, full-time students are required to sign the 20-Hour Work Rule Acknowledgement Statement to attest that they comply with this policy through their law school career. Such signed statements are required as part of the first-year registration and become part of each student's file.

In addition to requiring students to agree to such terms, the schedule of classes and limited cross-registration into the evening program also helps to ensure that students may not work more than 20 hours per week. Full-time students who need to work more than 20 hours a week are counseled to transfer to the part-time program.

E. Attendance Policy

Law schools approved by the American Bar Association must require regular and punctual class attendance, as per ABA Standard 308(a). Students at Southwestern are expected to attend all scheduled classes for the law school courses in which they are enrolled.

Southwestern recognizes that some absences may, in rare instances, be unavoidable. Students may need to miss an occasional class because of illness, personal emergencies, job interviews, law school activities and functions, religious observances, and for other compelling reasons. Although students are encouraged to keep faculty informed, students do not need to submit documentation to support an absence. As a professional school, Southwestern will assume absences are for

compelling reasons and will be taken only when necessary. Students who are absent for more than 14% of regularly scheduled class sessions will not have attended sufficient class to earn credit and will be administratively withdrawn (WA). Unless otherwise approved as a disability or pregnancy accommodation, students with greater than 14% absences will not be permitted to sit for the course's final exam and will not earn academic credit for the course. An absence for any reason counts toward the maximum of the 14% absences permitted.

Attendance in LAWS I classes during Week One is part of the attendance policy. In addition, missing more than two LAWS I classes during Week One can result in an administrative withdrawal from LAWS I, subject to review by the Dean of Students and the LAWS professor. An administrative withdrawal from LAWS I will result in an administrative withdrawal from LAWS II, and both courses will be required in the second year. Failure to complete LAWS I and II will impact enrollment/participation in other courses/programs, such as externships and honors programs.

Select courses may have a first day attendance policy that requires students enrolled in the course to attend the first class session. The first class session of these courses involves detailed planning that is necessary to the format of the entire semester. This policy ensures fairness to student on the waitlist and to students in these courses who depend upon their classmates' attendance. Students who fail to attend the first class session of a course that has a first day attendance policy will automatically be dropped from the course. Check the course description in Self-Service and the course syllabus to determine if a course has a first day attendance policy.

Attendance for face-to-face (F2F) and remote classes will be taken during class through Qquickly, a digital attendance tracking software. Students approved to attend classes remotely must attend the class session in real-time to be considered present, excluding asynchronous classes. If you do not check-in at the appointed time during class, you are considered absent. Students may check-in only themselves and not other students. It is a violation of the Student Honor Code to check-in for another student. Violations will be referred to the Honor Code Committee. Lack of preparation, early departure, or inappropriate behavior may result in a student being marked absent. Professors may take class attendance into account when determining course grades in the manner stated in course syllabi.

Students must keep track of their absences. The Dean of Students Office is unable to provide students with ongoing attendance totals. While the Dean of Students Office will commonly notify students that they are in danger of accumulating excessive absences, the office is under no obligation to do so.

Students who have failed to adhere to the attendance policy and wish to appeal the administrative withdrawal must provide a detailed written explanation showing compelling circumstances for granting the appeal. The Dean of Students will consider

the circumstances underlying each absence, not just the absence triggering the administrative withdrawal. Supporting documentation is not required but will be weighed heavily. The Dean of Students, in consultation with the Vice Dean(s), has complete discretion with regard to the outcome of the appeal. See the *Administrative Withdrawal Policy* for more information.

Students enrolled in the January intersession and summer mini-terms (if offered) must attend all class meetings to receive unit credit.

F. Religious Observance

Reflecting the law school's mission of making legal education accessible to students from a wide variety of backgrounds and circumstances, Southwestern recognizes the importance of appropriately accommodating a student's observance of religious practices. Requests for such accommodations in the examination process or environment must be directed to the Dean of Students Office and made as early in the semester as possible. Where accommodations are sought for in-class assignments and presentations, students must contact their particular faculty member, who will then coordinate with the Dean of Students Office. Absences resulting from religious observances will be regarded as constituting compelling circumstances in cases where a student petitions an administrative withdrawal that results from exceeding the absence limit. Any accommodation for a religious observance cannot compromise or fundamentally alter the essential components, substance or requirements of a particular course or program of study. See the *Religious and Cultural Observances Policy* for more information.

G. Public Service Policy

The provision of pro bono legal services is an integral component of a legal education and to the practice of law. Per the California Bar resolution and American Bar Association Model Rules, which calls for fifty hours of pro bono service annually, Southwestern encourages pro bono participation by all members of the Southwestern community in the collective effort to defend equal access to our judicial system and in advancing the public interest.

Established in 2009, and in recognition of the overwhelming need for legal assistance throughout California, Southwestern's Public Service Program ("PSP") encourages and recognizes the efforts of students who advance the public interest in addressing systemic and poverty-related needs through pro bono service. For PSP purposes, "public interest" is broadly defined to encompass interests underrepresented by the private sector, including the interests of the poor, ethnic minorities, and broad-ranging advocacy interests of public concern, such as the environment, animal welfare and the welfare of future generations.

Public service is law-related work in the broader category of the public sector, which does not otherwise meet the definition of pro bono.

Southwestern students are asked to commit to and perform 75 hours of service by the April deadline in their final year of study. Graduating students who meet their 75-hour pledge will be recognized at commencement ceremonies and a notation of Public Service Program distinction will be placed on their academic transcripts.

H. Faculty Office Hours

Office hours for the current semester are posted on each faculty member's Canvas page. Faculty members may hold office hours on campus, virtually, or a combination of both.