



## CANADIAN SUBJECTS PROTOCOL FACULTY OF LAW CREDIT / ADVANCE STANDING PROTOCOL

Contact Officer	Student Affairs and Service Quality Manager
Date First Approved	15 August 2013
Approval Authority	Law Executive
Date of Next Review	Under Review

### 1. OVERVIEW

- 1.1. This protocol governs the Faculty's approach to Canadian law students completing one semester at a Canadian Law School on a 'Letter of Permission'. It also applies to Canadian students completing Canadian law electives at Bond University.

### 2. DEFINITIONS

**Letter of Permission** Written permission from the Faculty of Law for a Canadian student to complete one semester at a Canadian Law School and to have the subjects they study in Canada credited back to a Bond degree.

**Canadian Subjects** Law electives pertaining to Canadian Law.

### 3. THE PROTOCOL

#### Guidelines for Approval of a Letter of Permission

- 3.1. To obtain a Letter of Permission to study at a Canadian Law School, the student must apply in writing to the Student Affairs and Service Quality Manager, Law outlining:

##### 3.1.1. Details of the Canadian Law School

- 3.1.1.1. The Canadian University that the student wishes to attend must have a dedicated law school. The student cannot undertake law subjects at a Canadian University that does not possess a dedicated law faculty.

##### 3.1.2. Subjects to be credited to degree

- 3.1.2.1. Students may be permitted to take a minimum of 4 law electives at a Canadian institution.

- 3.1.2.2. The student must provide subject outlines of each elective subject they would like to take at a Canadian Law School to the Student Affairs and Service Quality Manager. The subject outlines should include information such as hours of teaching, forms of assessment, week by week course content, course credit points and other relevant details. The hours of teaching and course credit points are necessary to be able to determine that the workload of the Canadian subject is similar to the workload of a Bond elective subject. The law elective taken does not have to match any Bond law electives and can relate to any area of law.

- 3.1.2.3. Students are strongly encouraged to undertake subjects at a Canadian Law School that will credit back to Bond as law electives.

##### 3.1.3. When the subjects will be undertaken

- 3.1.3.1. It must be clearly indicated in the application when the subjects will be undertaken at the Canadian Law School.

## **Student Responsibilities**

**3.2.** It is the student's responsibility to:

- 3.2.1.** Organise cross-institutional enrolment directly with the Canadian institution, once approval is granted;
- 3.2.2.** Comply with all due dates, policies and procedures of the Canadian institution and allow sufficient time to ensure they can do so;
- 3.2.3.** Be aware that they will be liable for fees to be paid directly to the other institution – they do not pay fees to Bond whilst they are studying elsewhere;
- 3.2.4.** Be aware that undertaking cross-institutional studies cannot be used to shorten the length of their degree.

**3.3.** Students approved to receive a Letter of Permission will be enrolled in corresponding cross-institutional subjects at Bond University upon notification from the student that they are enrolled at the Canadian institution.

**3.4.** The Student Affairs and Service Quality Manager will then notify the Student Business Centre of students who have been approved to receive a letter of permission so they can be enrolled in corresponding cross institutional studies at the Canadian institution.

## **Credit for Studies Towards a Bond Degree**

**3.5.** Studies that have been approved to be completed at a Canadian Law School will be credited to the student's degree upon provision of an official academic transcript. A student must obtain at least a passing grade to obtain credit. The grade received by the student for any elective will be recorded as an ungraded pass (UGP) or ungraded fail (UGF).

## **Restrictions Regarding Canadian Taught Subjects**

**3.6.** In fulfilling their Bachelor of Laws (LLB) or Juris Doctor (JD) requirements, no student may take for credit more than 5 non-Australian law subjects. For example, students cannot take more than 5 Canadian law subjects. This means that students will need to decide whether to study in Canada on a Letter of Permission, or whether to undertake the suite of Canadian law electives that are offered at Bond – students cannot do both.

## **4. RELATED POLICIES AND PROTOCOLS**

Nil

## **5. RELATED GUIDELINES AND FORMS**

Nil

## **6. MODIFICATION HISTORY**

<b>Date</b>	<b>Sections</b>	<b>Source</b>	<b>Details</b>
15 August 2013	All		Date of Approval
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