

DIVISION 2. ACCREDITED LAW SCHOOL RULES

Chapter 4. Responsibilities of Provisionally Accredited and Accredited Law Schools

Rule 4.160 Standards

A provisionally accredited law school must substantially comply with these standards. An accredited law school must comply with them.

...

(H) Multiple Locations. Accreditation is granted to a law school as an institution. If a law school receives approval to open a branch campus *or a satellite campus*, the branch *or satellite* campus must be operated in compliance with the Standards, except that the Committee may determine whether, and to what extent, the Library Standard shall apply. *The new campus must be in substantial compliance with the Standards one month prior to the start of classes, and must be in full compliance within two years. The Dean of the law school will certify substantial compliance by letter no later than one month prior to the start of classes.*

Rule 4.165 Major Changes

The following are major changes:

...

(B) changing the location of the school, or the location of a branch *campus or satellite campus*, or opening a new *branch campus or satellite campus*.

Guidelines for Accredited Law School Rules

Division 15. Opening and Operating Branch or Satellite Campuses

15.1 Branch and Satellite Campus Defined.

(A) A satellite campus of a law school is a location different from that originally approved where students may complete no more than one half of the total number of units required to earn a Juris Doctor Degree, or any other law degree for which the law school is authorized to offer.

(B) A branch campus of a law school is a location different from that originally approved where students may complete more than one half of the total number

of units required to earn a Juris Doctor degree or may graduate with that degree, or any other law degree that the law school has prior Committee approval. To receive Committee approval, a branch campus must have a qualified, full-time administrator and be in substantial compliance with the *Accredited Law School Rules* and the *Guidelines for Accredited Law School Rules* as of the date of its opening.

15.2 Application for provisional accreditation of a branch or satellite campus.

As a major change pursuant to Rule 4.165(B), a law school must obtain the prior approval of the Committee to open a branch or satellite campus. To apply for and receive Committee approval, a law school must do the following:

(A) No less than 120 days before the proposed opening of a branch or satellite campus, the law school must notify the Committee. The notice must identify the type, location, name and proposed opening date of the new campus, and it must include copies of all academic and operational documentation to be used by the staff, faculty and students at the new campus. The notice shall also include a certification by the Dean of the law school that, upon its opening, the proposed campus will be in substantial compliance with all relevant academic and operational requirements as set forth in the *Accredited Law School Rules* and the *Guidelines for Accredited Law School Rules*.

(B) No less than 60 days before the proposed date the branch or satellite campus is to open, the Committee shall consider the law school's proposal. Upon a finding to be based upon the materials and information provided by the law school that the proposed branch or satellite campus will be in substantial compliance as of the date of its opening, the Committee will provide its approval pursuant to the provisions of Guideline 15.3.

(C) To confirm its substantial compliance, the law school is to allow an inspection of the branch or satellite campus within 90 days of its opening such that a report of the inspection may be prepared and then submitted to the Committee for its further consideration.

15.3 Provisional Accreditation of a Branch Campus.

(A) Pursuant Rules 4.105(D) and 4.160(H), an approved branch campus is considered to be provisionally accredited until such time that the law school is able to demonstrate that it is in compliance with all accreditation standards and operational requirements set forth in the *Accredited Law School Rules* and the *Guidelines for Accredited Law School Rules*. However during the period of its provisional accreditation, students enrolled and who intend to graduate from the branch campus need not take the First Year Law Students' Examination unless required by the Committee's approval.

- (B) Within two years of operating as provisionally-accredited a branch campus, the Committee must conduct a further inspection to determine whether the branch campus is to be deemed accredited, continue to be provisionally accredited or denied its provisional accreditation.

15.4 Branch Campus Annual Compliance Report.

The Annual Compliance Report required by Rule 4.161 must include, by separate attachment, all requested information and data relating to any approved provisionally-accredited branch campus for which the law school intends to seek accreditation. Once it attains accreditation, an approved branch campus will then begin submitting a separate Annual Compliance Report and pay the required fee.

Multiple Locations (Other Campuses)

The establishment of a additional campus for an accredited law school is a major change under Rule 4.165 *Major Changes (B) ...opening a new branch*, and 4.160 *Standards (H) Multiple Locations*.

New Rule Language

Rule 4.165 Major Changes

(B) changing the location of the school, or the location of a branch *campus or satellite campus*, or opening a new *branch campus or satellite campus*.

Rule 4.160 Standards

(H) Multiple Locations. Accreditation is granted to a law school as an institution. If a law school receives approval to open a branch campus *or a satellite campus*, the branch *or satellite* campus must be operated in compliance with the Standards, except that the Committee may determine whether, and to what extent, the Library Standard shall apply. *The new campus must be in substantial compliance with the Standards one month prior to the start of classes, and must be in full compliance within two years. The Dean of the law school will certify substantial compliance by letter no later than one month prior to the start of classes.*

Addition to the Guidelines - New language

Division 9. Physical Resources

9.4 Multiple Locations

Upon approval of a major change, a law school may operate at multiple locations. The separate location may be either a satellite campus or a branch campus.

(A) Satellite Campus.

- (1) Definition. A satellite campus is a campus of an accredited institution that is at a separate location from the primary campus, and offers up to one half of the units required by the law school for the JD program.
- (2) Accreditation. While the law school is accredited as an institution, the satellite campus will be granted Interim Approval until it demonstrates full compliance with the Rules and Guidelines, at which time the approval will be final.
- (3) Compliance. The satellite campus will demonstrate substantial compliance with the Rules and Guidelines no later than one month prior to the start of classes, and must demonstrate full compliance within two years.
- (4) FYLSE. Attendance at a satellite campus does not subject a student to the First Year Law Students' Examination, unless the student is otherwise subject to the FYLSE requirement.
- (5) Library. A satellite campus must substantially comply with all library requirements and is eligible to seek and be granted library waivers.

- (6) Supervision. While there is no requirement for a separate Dean or separate full time administrator, the law school must demonstrate that adequate supervision, reporting and accessibility exists at the satellite campus to ensure appropriate student and faculty support.
- (7) Annual Report. A satellite campus will keep and report its information and data separately from the primary campus, and will report it separately within the same Annual Report as the institution.
- (8) Expansion. A satellite campus which seeks to expand to a branch campus, must seek approval as a Major Change.

(B) Branch Campus

- (1) Definition. A branch campus is a campus of an accredited law school that is located at a separate location from the primary campus and that offers, or will offer, more than half of the units required by the law school for the JD program.
- (2) Initial Offering. A branch campus need not start as a satellite campus, even though the initial offerings at the branch campus are less than a full program.
- (3) Accreditation. While the law school is accredited as an institution, a branch campus will be granted Interim Approval until it demonstrates that it is in full compliance with the Rules and Guidelines, at which time the approval will be final.
- (4) Compliance. The branch campus will demonstrate substantial compliance with the Rules and Guidelines no later than one month prior to the start of classes, and must demonstrate full compliance within two years.
- (5) FYLSE. Where the law school is an accredited institution, attendance at a branch campus does not subject a student to the First Year Law Students' Examination, unless the student is otherwise subject to the FYLSE requirement
- (6) Library. A branch campus must substantially comply with all library requirements and is eligible to seek and be granted library waivers.
- (7) Supervision. While there is no requirement for a separate Dean or separate full time administrator at a branch campus, the law school must demonstrate that adequate supervision, reporting and accessibility exists at the branch campus to ensure appropriate student and faculty support.
- (8) Annual Report. A branch campus will keep and report its information and data separately from the primary campus, and will report it separately within the same Annual Report as the institution.

(C) New Campus Approval Process

- (1) The approval of a new campus, whether a satellite or branch campus, is a Major Change under Rules 4.160 and 4.165.

- (2) Interim Approval for a new campus may be given upon demonstration of the capacity of the institution to bring the campus into substantial compliance one month prior to the start of classes at the new campus.
- (3) After the first semester of classes, the institution will submit either an Interim or Final Report. The Interim Report will demonstrate substantial compliance with the Standards by the new campus. The Final Report will demonstrate full compliance with the Standards by the new campus. In either case, the Final Report must be submitted with two years of the start of classes.
- (4) A visit to the new campus may be scheduled in conjunction with Certification Letter from the Dean that the new campus is in substantial compliance, and at the time the new campus is seeking final approval.