USF School of Law
Office of the Registrar

University of San Francisco School of Law

Fall 2014 & Spring 2015 Graduates Only

APPLICATION FOR BUSINESS LAW CERTIFICATE PROGRAM

Application Deadlines:
December 2014 Graduates: **Applications DUE:** Monday, September 15, 2014 **(Last day to drop classes).**
Spring/Summer 2015 Graduates: **Applications DUE:** Monday, February 2, 2015 **(Last day to drop classes).**

I expect to graduate and am applying to receive the Business Law Certificate. I have read and understand the Program requirements (found on the law school's website at http://www.law.usfca.edu/academics/jd/certificates/business/) and further understand and acknowledge that award of the Certificate is conditional upon meeting those requirements.

Legal Name: _____ **USF ID Number**: _____

Signature: _____ **Date:** _____

Courses & Procedure

COURSES: To earn a Business Law Certificate, a student must

1) Complete at least 15 units of approved course work in the subject area. The course work must include Corporations and at least one core course from corporate area and one core course from the commercial area. Any remaining units (to reach a total of 15 units) must be completed from the approved courses listed below.

2) Complete an Upper Level Writing Requirement analyzing an issue related to Business Law.

All course work for the certificate must be taken for a letter grade except for any approved elective course in which credit/no credit grading is mandatory. For any course in which a letter grade is not provided, a "credit" must be achieved in order for the course to be applied to meet the certificate requirements. Students must achieve a grade of C+ or higher in each letter-graded course applied to the certificate and achieve a cumulative GPA of 2.70 or higher for all courses applied to the certificate. A student achieving a cumulative GPA of 3.50 or higher for all courses applied to meet the requirements of the certificate is awarded the certificate with honors.

Procedure: Indicate the letter grade and units received in completed in the courses (below) that you wish to apply to the Certificate. Indicate "in progress" by marking "IP" for courses being taken during the current semester. DO NOT list every course taken. **(If you indicate more than the required units of coursework, the Registrar's Office will determine which units will count toward the certificate.)**

Note: the curriculum is subject to change and not all courses are offered every year.

Core Courses:

Sem/Yr	Grade	Units	Law Reg			Sem/Yr	Grade	Units	Law Reg		
				Corporations **(Req'd)**							
Corporate Area Core ***(must complete 1 corporate area course)***						*Commercial Area Core* ***(must complete 1 commercial area course)***					
				Antitrust						Commercial Transactions	
				Securities Regulation						Secured Transactions	

Elective Courses:

Sem/Yr	Grade	Units	Law Reg			Sem/Yr	Grade	Units	Law Reg		
				Accounting for Lawyers						Corporate Taxation	
				Administrative Law						Employment Law	
				Advanced Securities Regulation						Employment Law Seminar	
				Antitrust Law and IP Rights						ERISA	
				Bankruptcy						Ethics of Solo & Small Firm Practice	
				California Construction Law						Insurance Law	
				Corporate Governance						Intellectual Property Survey	

				Electives Con't							
Sem/Yr	**Grade**	**Units**	**Law Reg**	Int'l Business Transactions		**Sem/Yr**	**Grade**	**Units**	**Law Reg**	Real Estate Transactions	
				Investor Justice Clinic*						Regulation of Financial Institutions	
				Labor Law						Startups & Venture Capital	
				Partnership Taxation							

** Only one semester of work in the Investor Justice Clinic*

UPPER LEVEL WRITING REQUIREMENT FOR THE *BUSINESS LAW* CERTIFICATE:

To earn the certificate, a student must complete a substantial research paper analyzing an issue relevant to corporate or commercial law. The paper must demonstrate the ability to identify, describe and analyze the subject matter and should, where possible, propose a resolution.

The paper must meet the standards for an Upper Level Research and Writing Requirement project and may be used to satisfy that requirement, the requirements of a course taken for credit (see the "Certificate" and "Writing Requirement Opt" columns on the course schedule for acceptable courses), or as a stand-alone project.

Title of the Paper: _____

Semester Completed (If in progress, indicate current semester and year): ☐ Semester ☐ Year

To apply for the Certificate, you must:

- Submit this completed application to the Law Registrar's Office.
- Submit a writing requirement enrollment form by the last day to add classes for the semester the writing requirement is being completed. *The "Business Law Certificate" box on the form must be checked.*

Signature of the Student: _____ Date: _____

Law Registrar Staff Only

First Audit: _____
Date & Initials
Grades Verified: ☐ Total Units: _____
On Track: Yes ☐ No ☐

Meets Bus Writ. Req: Yes ☐ No ☐
IP as of (date): _____
Date Notified: _____

Final Audit: _____ Total Units: _____
Date & Initials
GPA: _____ Honors ☐
Receiving Certificate: Yes ☐ No ☐