USF
School of Law
Office of the Registrar

University of San Francisco School of Law

Fall 2014 - Spring 2015 Graduates Only

APPLICATION FOR THE TAX LAW CERTIFICATE

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 Tax Law Certificate. I have read and understand the Program requirements (found on the law school's website at: http://www.usfca.edu/law/jd/certificates/tax/ 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 Tax Law Certificate, a student must
1) complete at least 15 units of approved course work in the subject area. The course work must include Federal Income Taxation (3 units) plus at least 3 Core tax courses. The final 3-5 units may be from either the Core Tax courses or from the list of Tax Law elective courses.
2) complete an Upper Level Writing Requirement analyzing an issue related to Tax 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	
				Federal Income Taxation **(Req'd)**					Foreign Taxation II
				Corporate Taxation					International Taxation
				Family Wealth Transfer Taxation					Partnership Taxation
				Foreign Taxation I					State & Local Taxation

Electives:

Sem/Yr	Grade	Units	Law Reg		Sem/Yr	Grade	Units	Law Reg	
				Accounting for Lawyers					Federal Tax Procedure / Professional Responsibility
				Employee Benefits (ERISA)					Income Tax of Trusts & Estates
				Estate Planning					International Business Transactions
				Federal Tax Accounting & Tax Timing					Nonprofit Taxation
				Federal Tax of Property Dispositions					Tax Fraud, Crimes & Investigation
				Federal Tax Procedure / Professional Responsibility					

UPPER LEVEL WRITING REQUIREMENT FOR THE *TAX LAW* CERTIFICATE

To earn the certificate, a student must complete a substantial research paper analyzing an issue relevant to tax 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 be eligible 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 (unless the faculty member as set an earlier or later date) the writing requirement is being completed. *The "Tax Law Certificate" box on the form must be checked.*

Signature of the Student: _____ Date: _____

Law Registrar Staff Only

First Audit: _____ Date & Initials	Meets Tax Writ. Req: Yes ☐ No ☐	Final Audit: _____ Date & Initials Total Units: _____
Grades Verified: ☐ Total Units: _____	IP as of (date): _____	GPA: _____ Honors ☐
On Track: Yes ☐ No ☐	Date Notified: _____	Receiving Certificate: Yes ☐ No ☐