



# JOINT DEGREE HANDBOOK

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## What is a joint degree?

The joint degree program allows students to complete both a JD and a Master's degree at the same time. This allows students to earn both degrees in a shorter period than if they earned the degrees separately. There are currently seven different joint degree programs offered:

- JD/MBA (Juris Doctor/Professional Master of Business Administration)
- JD/MSF (Juris Doctor/Master of Science in Finance)
- JD/MPA (Juris Doctor/Master in Public Administration)
- JD/MACJ (Juris Doctor/Master of Arts in Criminal Justice)

## Application Process

Students are required to be admitted separately to both the School of Law and the graduate program. Students may be admitted to both schools before starting in the joint program; alternatively, students may seek admission to the other school during their first year of law or graduate program.

If a student is a current law student, the student **MUST** notify the Registrar's Office about their intent to apply. The student **MUST** also notify the Registrar's Office if the student decides to participate in the joint degree program. Failure to do so can result in missing out on critical information regarding registration and financial aid. The responsibility is on the student to comply with all registration and financial aid policies.

Students cannot be more than 50% completed with their Masters degree before starting in the JD program.

## Tracking Degree Progress

It is the responsibility of the student to track the progress of both of their degrees. Approved courses can be found on both the School of Law's Office of the Registrar's website and in the Graduate Catalog for Main Campus. The Assistant Registrar will also send periodic tracking e-mails to students throughout the year updating them on their progress. It is important to read these emails and attachments carefully.

### Albers School of Business and Economics Joint Degrees

Per the approval passed in April 2018 students in joint degree programs in Albers and the School of Law no longer must track approved courses. If a student completes their business degree within the appropriate rules and standards set up by Albers the student will receive 12 semester credits towards their JD.

### Approval of non-crossover courses

If there is a course that a student would like to take for the Master's program but it is not on the approved cross over list the student may petition the Associate Dean for Student Affairs for approval. Students must submit the course name, number, description and syllabus if available. Once a course has been approved by the Associate Dean it will be considered "approved" for all students.

## Joint Degree Policies

### Credit limits

Graduate classes count towards ABA and program limits on the number of credits a student may take. Quarter credits count as 2/3 of a semester credit, so 6 quarter credits = 4 semester credits.

The ABA limit on total credits is 18 in a fall or spring semester and 9 in the summer. High credit loads require overload permission. Students working more than 20 hours a week for pay may not enroll in more than 12 credits in a fall or spring semester and 7 in the summer.

### Out of the classroom credit limit

The ABA rules dictate that students may take a maximum of 26 non-classroom credits towards their degree. The 12 joint degree cross-over credits count as non-classroom, students may only take up to 14 credits from the following categories: externship (site credits only), journal and competition.

### Financial Aid

Students receiving financial aid or scholarships, must discuss their plans with Student Financial Services. Any scholarships awarded are only for three years and are only applicable to law school courses. Additionally, students need to consider how taking both quarter and semester courses may affect financial aid.

### Grades

Students must receive a B or better in the graduate course to receive cross-over credit. The courses will not count towards the GPA at the law school

### Graduation

Students must have completed both degrees to receive either one. Students cannot sit for the Washington State Bar until their degree is posted.

## Students in the bottom third of their class

### Full-Time Students:

#### **During their 2L YEAR, identified full-time students must take:**

- **Trusts, Estates, and Enhanced Analytic Skills** (4 credits): This course is offered in the Fall semester only. Joint degree students taking law classes in the fall semester after their 1L year are required to take this course but may petition to defer.
- **Evidence** (4 credits): This course must be taken in any semester before the start of the student's final year.
- **Professional Responsibility** (3 credits): This course must be taken in any semester before the start of the student's final year.

#### **During their FINAL YEAR, identified full-time students must take:**

- **Bar Exam Skills and Strategies** (2 credits)
- **Remedies** (3 credits)

#### **At any time PRIOR TO GRADUATION, identified full-time students must take:**

- **Business Entities** (3-4 credits)
- **TWO additional courses from a list** of foundational/bar-tested courses designated by the Associate Dean of Academic Affairs in consultation with the ARC Team. Courses include: Civil Procedure II, Constitutional Law II, Criminal Procedure (Investigative or Adjudicative), Real Estate Transactions, UCC Sales, and UCC Secured Transactions.

### Part-Time Students:

#### **Prior to completing 60 LAW CREDITS, identified *part-time* students must take:**

- **Trusts, Estates, and Enhanced Analytic Skills** (4 credits): This course is offered in the Fall Semester only.
- **Evidence** (4 credits): This course must be taken in any semester before the start of the student's final year.
- **Professional Responsibility** (3 credits): Same rule as Evidence – must be taken before final year. Evening sections planned for each semester.

#### **Prior to completing 78 LAW CREDITS, identified *part-time* students must take:**

- **Bar Exam Skills and Strategies** (2 credits)
- **Remedies** 3 credits);

#### **At any time *PRIOR TO GRADUATION*, identified *part-time* students must take:**

- **Business Entities** (3 or 4 credits)
- **TWO additional courses from a list** of foundational/bar-tested courses designated by the Associate Dean of Academic Affairs in consultation with the ARC Team. Courses include: Civil Procedure II, Constitutional Law II, Criminal Procedure (Investigative or Adjudicative), Real Estate Transactions, UCC Sales, and UCC Secured Transactions.

## Cross Registration

Cross registration allows law students who have completed their first year to take up to 4 semesters (6 quarter credits) in the Albers School of Business and Economics and/or the Institute of Public Service. The courses must be part of the pre-approved crossover list. Eligible students must have a minimum grade point average of 2.0 and must meet the prerequisite requirements for the course or receive permission from program director. For the credits to transfer, students must earn a "B" or better. Grades received will not be used in calculating the law school grade point average. Pursuant to ABA rules, under no circumstances may students receive retroactive credit for courses taken prior to entering law school.

Students must fill out and submit the completed "Cross Registration" form to the main campus Office of the Registrar. The Registration Representative will manually register students for the courses. Please note that tuition for graduate programs is different than the cost of tuition at the law school.

## Appendix A

### JD/MPA Joint Degree Tracking Sheet 202-21

#### Juris Doctor Requirements

First Year Required Courses

Constitutional Law

Legal Writing II

Evidence

Professional Responsibility

Professional Skills Course:

78 total Law credits

#### MPA Cross-Over Credit (up to 12 semester credits from 18 quarter credits)

Note: Two required courses and several of the Area of Emphasis courses count towards cross-over credit. The joint degree reduces the number of MPA electives. Students should plan their curriculum carefully to maximize their cross-over credit options. You must earn a B or better for cross-over credit.

PUBM 5140	PUBM 5750
PUBM 5220	PUBM 5780
PUBM 5310	PUBM 5820
PUBM 5410	PUBM 5860
PUBM 5430	PUBM 5870* (TAXL-325)
PUBM 5700	PUBM 5880
PUBM 5710	

*\* Students may not receive cross-over credit for these courses if they take equivalent law courses.*

Students must take ADMN 300 (Administrative Law) in the law school in lieu of PUBM 5720.

#### Administrative Law (ADMN 300)

#### Non-Classroom Credits – max of 26 per student

The ABA rules dictate that you may take a maximum of 26 non-classroom credits towards your degree. Your 12 joint degree cross-over credits count as non-classroom, so you may only take up to 14 credits from the following categories:

Type of Credit	Credit Amount
Externship (site only)	
Journal	
Competition	
<b>Total Non-classroom Credits</b>	<b>0</b>

## JD/MACJ Joint Degree Tracking Sheet 2020-21

### Juris Doctor Requirements

First Year Required Courses

Constitutional Law

Legal Writing II

Evidence

Professional Responsibility

Professional Skills Course:

78 total Law credits

### MACJ Cross-Over Credit (up to 12 semester credits from 18 quarter credits)

Note: Of the 18 quarter credits required to earn 12 semester credits, **9 credits** will be from the list of approved **elective courses** and **9 credits** from the list of approved foundational courses. You must earn a B or better for cross-over credit.

Foundational	Foundational	Elective	Elective	Elective
CRJS 5010	CRJS 5060	CRJS 5110	CRJS 5160	CRJS 5530*
CRJS 5020	CRJS 5070	CRJS 5120	CRJS 5170	CRJS 5540*
CRJS 5030	CRJS 5080*	CRJS 5130	CRJS 5180	CRJS 5550*
CRJS 5040	CRJS 5100	CRJS 5140	CRJS 5190	CRJS 5580*
CRJS 5050	CRJS 5900	CRJS 5150	CRJS 5200	

\* Most courses are 3 quarter credits and count for 2 semester credits. These courses are 1 credit and counts for .66 semester credits.

### Non-Classroom Credits – max of 26 per student

The ABA rules dictate that you may take a maximum of 26 non-classroom credits towards your degree. Your 12 joint degree cross-over credits count as non-classroom, so you may only take up to 14 credits from the following categories:

Type of Credit	Credit Amount
Externship (site only)	
Journal	
Competition	
<b>Total Non-classroom Credits</b>	<b>0</b>