



SAINT LOUIS UNIVERSITY SCHOOL OF LAW
Student-to-Student Information Guide

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MAIN CAMPUS

BURSAR & BILL PAY OFFICE

The Office of the Bursar (also known as Student Accounts) is part of the Student Financial Services suite. Located in room 2 of DuBourg Hall (just inside the main floor entrance that runs along Grand Ave.), the Bursar's office includes personnel to assist you in interpreting your bill and student loans, as well as a cashier's window where you can make payment on your student account.

The Office of the Bursar is open Monday through Friday, 8:30 a.m. – 5:00 p.m., with extended hours of 5:30 on Wednesday evenings. In lieu of the Bursar's office, you may also make payment on your student account one floor up in the Office of Student Financial Services, located in DuBourg Hall Room 121. In addition to the lockbox just inside the front door, there is also a front desk area where you can obtain a paper copy of your statement of account.

Each student's initial billing statement (before the start of the school year) is mailed to his or her permanent address. Subsequent billing statements are mailed to the student's local address throughout the term. Students who wish their billing statements to be mailed to a different address must fill out the "Billing Address" request online through Banner Self-Service. Fall semester billing statements are typically mailed in July; spring semester billing statements are typically mailed in December.

For more information about billing and payment plans, please visit the Office of Student Financial Services online at <http://www.slu.edu/sfs/billing.html>. Please note that when making payment on your account, you should include your SLU Banner ID in the "memo" portion of the check, and that all checks should be made payable to Saint Louis University.

SAINT LOUIS UNIVERSITY BOOKSTORE

Phone: (314) 531-7925

Fax: (314) 531-4179

Email: bksustlouis@bncollege.com

The Saint Louis University Bookstore is located in the Busch Student Center. As a fully functioning Barnes & Noble bookstore, it's the place to go for all of your textbooks, school supplies, recreational reading materials, and SLU Law gear. The SLU bookstore accepts Billiken bucks, Barnes & Noble gift cards, American Express, Visa, Discover, and Master Card, and is open

Monday through Thursday from 8:30am to 5:30pm, Friday from 8:30am to 4:00pm, Saturday 11:00am to 3:00pm, and is closed on Sundays.

PARKING/CARD SERVICES

The Office of Parking and Card Services is located in Room 33 on the lower level of DuBourg Hall. There, you can purchase a parking permit, pay University parking tickets, and add Billiken Bucks to your student account.

Students who wish to park anywhere on campus must purchase the appropriate parking hangtag from Parking and Card Services. This hangtag must be displayed at all times while parked on campus to avoid having your car ticketed, "booted" or towed. Permits for covered garage parking are sold for the Olive Compton Garage (farthest from the Law School, located at the corner of Olive/Lindell and Compton) and the Laclede Garage (located much closer to the Law School on the southwest corner of Grand and Laclede). For a complete listing of parking options and rates, visit the Parking and Card Services website.

Visitor parking is available on the first floor of both garages; an hourly rate applies for visitor parking, and no cars may be left overnight in these spaces. For quick visits to campus, students may also consider parking at the 90-minute municipal meters located along Lindell Blvd.

The summer prior to your enrollment, you will need to acquire your SLU student ID by stopping by Parking and Card Services. Please note that your picture will be taken. A photo ID, such as your drivers license, and a printed copy of your class schedule, are required. Your student ID will be required for access to many student services, including check cashing privileges at the US Bank on campus, having a Billiken Bucks account, accessing certain computer services outside of the Law School, access to the Simon Recreation Center, access to the Pius XII Memorial Library, and access to the Instructional Media Center (IMC). Lost student ID cards may be replaced at the cost of \$10 per card.

Billiken Bucks are available as a "debit account" for students who do not wish to carry cash for on-campus purchases. Students can add "Billiken Bucks" as a cash equivalent to their student account and then use their student ID as a debit card for those funds at certain on-campus locations. Billiken Bucks may be used for purchases at Fed-Ex Kinkos, the SLU Bookstore, Nettie's Florist, select campus vending machines, software sales from Information Technology Services, and all on-campus dining facilities. To add Billiken Bucks to your student account, visit the

Office of Parking and Card Services or add funds online via a credit card at the Parking and Card Services website.

The Office of Parking and Card Services is open Monday through Friday, 8:30 a.m. – 5:00 p.m., with extended hours of 5:30 on Wednesday evenings. For more information, visit the Parking and Card Services website at <http://www.slu.edu/services/parking/> or call 314.977.2957.

THE OFFICE OF INTERNATIONAL STUDENT SERVICES

The Office of International Student Services, which assists admitted and enrolled international students and coordinates most abroad opportunities, is located in DuBourg Hall Room 150.

A number of services for international students are provided, including English as a Second Language (ESL) courses and information regarding visa status. The study abroad coordinator, Ismael Betancourt, is also available to assist with all aspects of study abroad preparation.

Office hours are Monday through Friday, 9:00 a.m. – 5:00 p.m. For more information, call 977-2318.

STUDENT HEALTH AND COUNSELING

Students who find themselves ill and away from their usual physician may seek medical help on-campus at Student Health and Counseling. The Student Health office is located on the first floor of Marchetti Towers East, which doubles as a residential apartment complex for undergraduate students. To find the student health office, walk east down Laclede Ave. from the corner of Grand and Laclede; Marchetti Towers east is the second of two twin buildings.

Student Health accepts walk-ins, but scheduling an appointment is helpful if you do not have a large block of time to wait for the next available opening. Availability is as follows:

Medical doctors

M- F 9:00 a.m.-5:00 p.m.

Physical Therapists

Tuesdays & Thursdays

7:00 a.m. - 10:30 a.m.

Mondays & Wednesdays

3:00 p.m. - 6:30 p.m.

Counselors

Monday – Friday
8:00 a.m. - 5:00 p.m.

Although it is located on campus, visits to the Student Health office are not free and are billed to the student's insurance provider. If your insurance information is not already on file with the University, you will need a copy of your insurance card/ information at the time of your visit. Students who do not have their own health insurance may elect to sign up for a University-sponsored health plan, which typically costs between \$750-\$800 per semester.

For a complete listing of services provided, call the Office of Student Health and Counseling at 977-2323 or visit their website at <http://www.slu.edu/services/stuhcc/>. The Student Health and Counseling website also contains printable version of forms required for your enrollment, including the student immunization record.

Students who fall ill on weekends or after normal business hours may also call the Office of Student Health Services to be put in touch with an on-call nurse to determine a plan of action.

SIMON RECREATION CENTER

Phone: (314) 977- 3181

Office Phone: (314) 977-3975

Fax: (314) 977-3555

The Simon Recreation Center is open to all SLU students, including law students, and offers a fitness area with Flex Strength machines, free Weights, and Star Trac cardio equipment, a rubberized indoor track (7.5 laps per mile), 5 racquetball/ handball courts, a squash court, two multipurpose/aerobic rooms, a spinning studio, 6 multipurpose wooden gym courts, a 40-meter 6 lane indoor swimming pool with 13 feet diving well including both one-meter and three-meter diving boards, a whirlpool, 2 outdoor activity pools and sunbathing area, faculty and student locker rooms, and a men's and women's sauna. Just show and swipe your SLU ID card for access to the facilities.

The Simon Recreation Center was recently updated and expanded. The new space includes more than 150 new pieces of fitness equipment, a juice bar and lounge, additional locker rooms, several multi-purpose rooms, full wellness suite, climbing wall and gaming area. The second phase of the project includes renovations to the main level and the second floor. The lobby, locker rooms, and special event rooms will be updated. An

elevator also will be installed in the facility. The second phase is scheduled to be completed this summer.

In addition to the use of the facilities, The Department of Campus Recreation offers a variety of fitness programs to the Saint Louis University Community. These include group exercises classes, instructional programs, personal training, and massage therapy. Additional programs are available regarding wellness and aquatics & safety.

HOURS OF OPERATION

Recreation Center

Monday to Thursday: 6:30 a.m. – 11:30 p.m.

Friday: 6:30 a.m. – 10 p.m.

Saturday: 10 a.m. – 10 p.m.

Sunday: 10 a.m. – 11:30 p.m.

Fitness Center

Monday to Friday: 6:30 – 11 a.m. & Noon – 8 p.m.

Saturday and Sunday: 7:30 – 9:30 a.m. & 4 – 7 p.m.

Indoor Pool

Monday to Friday: 6:30am-8:30am & 11:30am-9:00pm

Saturday & Sunday: 11:30 a.m. – 9 p.m.

CHAIFETZ ARENA

Saint Louis University recently broke ground on the new home of SLU sports—the Chaifetz Arena. The new Chaifetz Arena at Saint Louis University is designed to create an exciting and intimate venue for Billiken basketball games. It will also have unparalleled flexibility to host a wide variety of other events. The Arena will have just over 10,000 seats for basketball. The building will also have 12 suites along the sides of the Arena. The Arena will have all the amenities fans expect in order to create an exemplary experience: numerous and spacious rest rooms, ample concessions and grilles, thematic food and beverage carts and the team store. All patrons will be able to see down into the bowl as they walk through one of the two main entrances.

The basketball and volleyball practice facility and athletic department offices will be located on the western end of the Arena, with direct access to the Arena. The practice facility will also have over 1,000 retractable seats for use during home volleyball games. Sports medicine and strength and conditioning areas will be located within the Arena.

ONE L: ACADEMICS

WHAT TO EXPECT THIS YEAR

Incoming students should expect academics in law school to be substantially different from anything they have experienced in most undergraduate institutions. The differences make themselves felt immediately and continue throughout the semester.

Do not allow yourself to fall behind on the readings and other tasks that the professor assigns. While this seems rather obvious it cannot be stressed enough. Most classes in law school have a steady pace that new students may become complacent with and allow themselves to put off some of the material. The reason this laxity should be avoided is that manageable amounts of material today can become overwhelming when combined with additional material that will surely be assigned soon thereafter.

Do not expect to have as much free time as you may have had in undergraduate programs. Time management is an important component of keeping your life in order while dedicating your efforts to the study of law. It may be necessary to diminish the amount of hobbies and other recreational activities you engage in. While you should not let academics consume the entirety of your life your studies should still be your primary focus. When possible get things done ahead of time. If you finish early it will give you an opportunity to set the assignment to the side and review it with a fresh perspective later. Finishing assignments early will also reduce your stress and free up time to concentrate fully on other assignments.

Do not expect to have substantial feedback on your progress in terms of graded assignments during the first semester. Some professors will give you a mid-term exam, which may or may not count toward your final grade, but most or all of your grade will be determined by the final exam. Pay attention when the professor mentions that something will definitely appear on the final exam and go to all review sessions held outside of class just in case exam taking tips are revealed. Each professor's exam is different so there is no one approach that is sure to work every time. Observe your professor over the semester, visit her during her office hours, and pay attention to the material that the professor seems to emphasize most in class. Discovering what the professor wants on the exam can help you prepare to write the kind of test that will demonstrate you have mastered the material.

Do not neglect to do thorough research when you are writing a brief or motion. Incoming students are all required to take the Legal Research and Writing course to hone their legal writing skills. Legal writing is much different than the kind of writing

most students were expected to produce in undergraduate. Legal writing is succinct, direct to the point, and emphasizes clarity for the reader. In order to produce the kind of paper that will be expected of students engaging in legal writing it will be necessary to have a very robust understanding of the law in question. The only way that the student can gain the kind of understanding necessary to write an insightful, complete paper is to spend a great deal of time researching the area of law at issue. Do not be tempted to start writing as soon as you have uncovered the rule for the issue you have been assigned to discuss. Instead, continue to analyze as many cases as possible to get a better feeling for how the rule is applied in different scenarios. How the law is applied is often very sensitive to the fact pattern at hand. Therefore, in order to give your paper a feeling of completeness it will probably be necessary to compile a deep pool of relevant cases.

Do not neglect your health. This also probably seems like an obvious recommendation and possibly one that belongs in another section of this guide. However, health is actually quite critical to academics and academic exertions can take their toll on a student's health if care is not exercised. The biggest and most crucial aspect of maintaining health vital to academic achievement is to get adequate sleep. Each person knows how much rest it takes for their mind to focus, but if you find yourself having trouble keeping your eyes open in class then that is a good indication more sleep is desirable. Of course, it won't always be possible to get the proper amount of rest, but the common undergraduate tactic of pulling "all night" sessions to accomplish last minute preparations will only serve to work against the law student. Feeling good physically and getting enough rest to be alert all day will enhance your ability to study.

KNOW YOUR ENVIRONMENT

EMAILS, THE DOCKET AND POSTINGS

E-mail is one of the primary means of communication between students and faculty, administration, and other students. Incoming students should get used to checking their e-mail on a daily basis if they are not already in the habit since that will be the first source for updated assignments, class schedules or cancellations, and other information. Sometimes there isn't a lot of lag time between when an e-mail is received and when the relevant information contained within it will expire so watch your inbox closely.

The docket is another handy tool the administration has to keep students up to date on important upcoming events or other things that students are required to do that will occur in the short, medium, and long term. The information is very wide ranging and will concern things like ethics programs, deadlines for registrations, scheduling for interviews with law firms, financial aid information, the academic advising schedule, and much more.

Some professors will utilize a posting system, often through TWEN on Westlaw, to disseminate information regarding their class. Any power point slides that the professor uses are often included along with supplemental reading, when appropriate, a class syllabus, guides for future assignments, information on mid-terms or final exams, and anything else the professor feels relevant to the student in navigating the course.

POPULAR STUDY SPOTS

There are several popular study spots throughout the law school and across the campus, but by far the most convenient is the school's expansive law library. With its plentiful desks, chairs, and wireless internet access it is easy for students to isolate themselves in a cubical or find a larger table for some group study. Since the law library also houses the private offices for most of the professors the students who choose the library for their studies will find it much easier to stop in and ask that difficult question while it's still fresh on their mind. There are also computer stations within the law library so that students who don't have computers of their own, or don't have their own computers with them, can access online resources. There are also several printers, including the Westlaw and Lexis printers, located in the library.

Other locations, such as the atrium, nearby coffee shops like the Cornado, and the next door business school are all possible destinations, though one can usually expect them to be a bit noisier than the quiet sections of the law library. Many students choose to study exclusively at school or at home, but there are also many other possible destinations around St. Louis for those desiring a change of scenery. There are some outdoor café style restaurants that might be suitable to grab a light snack and some fresh air when studying on a day with pleasant weather. Book stores such as Barnes & Nobles might also be a good option

for a quite, yet different setting for those who get bored by unchanging surroundings.

IMPORTANT ADMINISTRATIVE OFFICES

STUDENT SERVICES

Student services works to fulfill student's needs in a variety of ways. They provide helpful information on classes, the registration process, and other such areas that can sometimes be confusing to new students. They also occasionally provide students with information concerning cancelled classes or other disruptive events affecting the law school's schedule.

FINANCIAL AID

As its name implies the financial aid office deals with all kinds of loans, scholarship opportunities, and advising that new students will want to take advantage of as they look for ways to minimize and manage the expense of law school.

CAREER SERVICES

The career services offices are a vital stop for new and returning students alike. The staff at career services can help students with a myriad of problems ranging from resume tips, advice on what courses to take in the future, information on interviewing, and help with difficult forms like the Character and Fitness component of the Bar Exam which new students may submit early for financial savings.

QUEEN'S DAUGHTER'S HALL/DEAN'S OFFICE

Queen's daughter's hall is an elegant stately building with enough historical significance that any incoming student should visit it if only to see such an intriguing structure. Any student wishing to see the dean will also invariably want to make the easy trip over to this part of the law school since that is where the dean's office is located. The business office, alumni and development and communication offices are house in Queen's as well. Since the Queen's daughter's hall is attached to the main part of the school there is no excuse for anyone to miss taking a look at it during a much deserved study break.

CAMPUS MINISTRY

The Campus Ministry maintains a prayer room and religious counselor in the law school for students in need of spiritual services, including Mass.

"Mass on Tuesdays. Father Reel is AWESOME"

Kate Van Hooser

PURCHASING TEXTBOOKS:

ON/OFF CAMPUS

The on campus bookstore will typically have everything you need in terms of textbooks, though sometimes it does sell out. For many students it is a convenient complete source that can make textbook buying a simple quick task.

"I just used the bookstore, and I've had no problems."

Sarah Bernard 2L

However, when the bookstore sells out, or even before, students might want to consider off campus sources for books, especially if they prefer used books.

"Half.com is a great resource for used books – you can save lots of money, but just make sure you order at least a few weeks before class starts."

Brendon Sanders 2L

"I use Amazon. I think the books are cheaper and there isn't any tax. I don't like the bookstore because there are never enough used books."

Kate Van Hooser 2L

READING, BRIEFING, OUTLINING

Reading, briefing, and outlining will consume a huge portion of

any student's time during their time in law school. This seemingly daunting task can be managed with the help of a few tips and a lot of work.

"Always, always, always read for class."
Kate Van Hooser, 2L

"What I found helpful is going to the end and reading the conclusion of the case. That way I have some context when reading the case."
Matt Orso, St. Louis, MO

"Outline early and often."
Jason Wilson, San Angelo, TX

"I outline about every 2 or 3 weeks. That way I am not racing to finish my outlining from the entire term right before finals and I can just review and study instead."
Liz Grana, St. Louis, MO

This cannot be stressed enough since the most quality learning will almost always take place in class listening to the professor's lecture and explanation. Reading before class will help make the lecture more meaningful and contextualized.

"Brief EVERY case – not only will you be prepared for class but outlining will be far less intimidating, time consuming, and difficult."
Brendon Sanders, 2L

"For classes that you are having trouble with you need to brief."
Kate Van Hooser, h2L

"Ask your professor or a 2L about what supplements to purchase for a class. Usually a professor has a preferred book that dovetails nicely with their course."
Kate Van Hooser

A supplement can sometimes mean the difference between struggling for an extended period of time and quickly figuring out difficult material. Supplements may illuminate the material by acting as a foil against the information you're already getting from your regular text and the professor.

Whether you decide to brief every case or just those in the most troublesome classes, the brief can be very useful. When preparing for class, a brief can help you structure your study so that you can be sure that you've extracted all the relevant information from each case in an orderly fashion. Then, when it comes time to prepare outlines, the brief will help refresh your memory regarding those early concepts that may have gotten lost in the frenzy of the last few weeks of the semester.

"Remember that using outlines on the student web can be great, but they are custom-fit for the person that made them, so they may not be as helpful for other people."
Sarah Bernard, 2L

Ultimately, each student will almost definitely need to make their own outline regardless of the availability of commercial outlines or those provided by previous students. Some professors will not allow any outline in their exams except for those prepared by the student personally. However, even if this is not the case, preparing an outline yourself is still preferable. Preparing your own outline will become an important part of the learning process as you organize and analyze your notes to condense them down into a coherent outline. Preparing your own outline also lets you tailor it to your specific professor's class and will aid you much better in answering that professor's questions than any generic or outdated outline. However, this last bit of advice is probably the most important thing to keep in mind:

"Learn how you study best and don't be afraid to outline or brief the best way for you, regardless of the ways that your friends might use."
Sarah Bernard, 2L

"Outlining can be extremely helpful if done correctly and with decent class notes. It can also be very burdensome and stressful if put off and done with minimal notes."
Peter Taschenberger, Paducah, KY

"When you make your brief, it is for you to understand the case. Therefore, you should make it yourself, in order to learn better. Also, remember there is a reason why the case is placed in that position in the casebook. So, when reading the case you need to recognize the theme."
Christine Brown, Chicago, IL

BEWARE THE BRIEF!

RESEARCHING WITH/BEYOND LEXISNEXIS & WESTLAW

Both Westlaw and Lexis will be critical resources for any student in finding cases and secondary research sources. However, there are other important resources available, such as the law library. Not only does the law library have a wide depth of materials available, including research tools like digests and numerous secondary sources, but the librarians themselves are highly trained experts who can assist any struggling student in his or her quest

to understand and utilize the library's bounty of information.

Kate Van Hooser

EXAMS

"Use the previous year's exams to study."

Kate Van Hooser

Utilizing the professor's old exams will give you an unparalleled insight into the types of questions that you can expect on the exam. Students will want to practice taking these exams under timed conditions using only the materials that they will be allowed to take with them into a real examination. This will often reveal areas where more study is needed and help improve your outline.

"Know as much as you can when you get in to take the test so that you can answer with confidence and are able to catch subtle issues."

Sarah Bernard, 2L

It is important not to use an outline or other material as a crutch or a substitution for earnest study. A student most desires a level of understanding that the examination can be taken with little or no reference to materials such as an outline during the test. All tests will be timed in such a manner that most students feel pressed to identify and discuss every possible issue. Any time that is used in searching for information in an outline is time that cannot be used in spotting the more elusive issues that are critical for a student to find in order to display their mastery of the material to the professor.

GRADING, RANKING, & HEALTHY COMPETITION

"Be aware that you should be doing the best you can for yourself—just not at the expense of working relationships around you."

Sarah Bernard, 2L

Saint Louis University has a very friendly law school community, with many individuals who are eager to help each other in this great joint adventure on which we all embark. Incoming students should be aware that while all grades are done on the basis of a forced curve (which means that your grade is related to how well your peers perform as well as how well you perform) this reality doesn't have to create a caustic environment. Grades are important, but learning the material presented in class is even more important, though the two are understandably linked. While it is sometimes difficult to remember, this last piece of advice is often the best when considering grades:

"Grades are not the be all and end all."

BANNER SYSTEM

Banner is SLU's online student information system. By logging in with a unique Banner ID and PIN number, students can access information regarding registration, financial aid and more.

LOGGING INTO BANNER

Students may access Banner from any computer by visiting <http://banner.slu.edu>. A student's Banner ID is the same as his/her nine-digit SLU/student ID, which begins with "000." Initially, a student's PIN will default to his/her birthday in mmddyy format; the PIN, however, may be changed to any six letter/number combination via the "Personal Information" menu.

Because Banner contains private information, students should always be sure to log out of Banner using the "exit" link in the upper-right-hand corner when they have finished using the system.

NAVIGATING BANNER

The main menu of Banner contains two sections that will be of interest to most students: "Personal Information" and "Student Resources and Financial Services."

I. PERSONAL INFORMATION

Here, a student may view the mailing addresses and phone numbers that the University has on file for his/her account. Any student who changes his/her address or phone number should verify that their most up-to-date contact information is reflected in Banner by using the "Update Addresses and Phone Numbers."

Email addresses, emergency contacts, marital status and Banner PINs may also be changed and updated from this menu.

II. STUDENT RESOURCES AND FINANCIAL SERVICES

Here, four links will be of particular interest to current students: "Registration," "Student Records," "Student Financial Services/Financial Aid" and "Student Account." Information about relevant "Student Account" links can be found in the "Student Records" section of this guide.

I. REGISTRATION

The “Registration” screen is where students can view their schedule once they have been registered for classes.

Student Schedule is a short summary of a student’s schedule and is easiest to print.

Student Schedule: Detail contains more important information, particularly for new students. Once assigned, this screen will contain each student’s law school exam number (required for exams and for submission of all assignments in Legal Research and Writing). This is also the screen where professors will list required textbooks and post assignments that are due on the first day of class. Students are responsible for obtaining this information on their own by clicking on the “Syllabus Available” link wherever it appears above a course’s scheduled times.

Week at a Glance will display a student’s schedule in a day-by-day grid. This visual depiction may be helpful if you are not accustomed to having a different schedule each day of the week.

Registration Status and View Holds allow current students to see if there are any holds placed on their account. Students should check these links prior to registering for classes to ensure that there are no restrictions placed on their ability to register. Common holds include lack of payment and lacking immunization records.

Add or Drop Classes is the menu where law students can register for (or drop) classes when registering for their second year and beyond. The “Add or Drop Classes” link will only be active during approved registration times, so students should be sure to consult the registration schedule to determine when they may register for courses.

To register for courses, students will need the Course Registration Number (CRN) for each course desired. Please note that first-year students will NOT register for their first-year courses online; the law school administration will register all first-year students automatically.

III. STUDENT RECORDS

This menu is used primarily to print unofficial transcripts (useful

when applying for law-related jobs) and to view final grades. You may also view selected billing information in this area of Banner.

Academic Transcript

Click this link and select “Professional Law” to view an unofficial, printable copy of your SLU Law transcript.

Account Summary

Your account summary will display a complete historical record of all charges and payments at Saint Louis University. Former SLU undergraduates will find this page particularly overwhelming. The “Account Summary by Term” link is recommended in place of this link for viewing student account information.

Account Summary by Term

This link will display your student account by semester, making for a much more manageable report of your financial history with the University. For a complete statement and payment history, simply visit the “Student Account” section of Banner from the main menu.

Final Grades

Final grades will display your final grades for each course at the end of the semester. Please note that many grades will not be posted until a month (or longer) after the final exam.

Midterm Grades

If your professor posts midterm grades, you may be able to view the results here. Please note that many law courses do not offer midterm grades; many professors that do proctor midterm exams still only release grades in-class and do not post the results on Banner.

Request a Transcript

If you need to request that an official transcript be sent from Saint Louis University to another institution or employer, you may either submit the request here or visit the Registrar’s Office on the ground floor of DuBourg Hall.

IV. STUDENT FINANCIAL SERVICES/FINANCIAL AID

This menu is used to view information regarding scholarship and financial aid.

Each year, law students will receive a financial aid package from Saint Louis University detailing scholarship received and student loans offered (if applicable).

Those awards must be formally accepted each year via the Award Notification Menu. Specific instructions regarding the

acceptance/decline of financial aid awards will be communicated to students via the Office of Scholarship and Financial Aid each year.

The Loan Application History link will provide students with a history/status report of any outstanding student loans.

GETTING A JUMP

WHAT TO INITIATE NOW AND FINISH LATER

“If only I knew then what I know now...”

This section is about helping you meet that goal. The following sections contain some useful advice that, if acted upon promptly, can save you some money and heartache, and help bolster your career.

BAR EXAM AND CHARACTER & FITNESS

Signing up early for the Bar Exam can save you some serious \$\$\$. Pay attention to leaflets that show up in your school mailbox for such offers. Otherwise, check the Board of Bar Examiners website for the particular state you're interested in. You also want to be mindful of the Character and Fitness, which you have a continuous duty to supplement. The specifics may vary by state, but you don't want to let those unpaid bills or parking tickets prevent you from being admitted to a state's bar after you've finally finished law school.

COMPETITIONS

Getting involved in some form of academic competition looks good on the resume. There are moot court teams, law journals & reviews, and also writing contests available to law students. Moot court and law review offer the rewards of recognition and academic credit at times. Writing contests are the means by which various sums of scholarship money may be awarded. Check the board near the Career Services Office, as well as the ABA and Westlaw websites.

STUDENT GROUPS

We can't stress enough the importance of involvement. It's a powerful way to show an employer you're seriously committed to a field of law, community work, or whatever else you may have tossed into that coverletter. The following are some good groups to get involved in:

AMERICAN CONSTITUTION SOCIETY (ACS)

The Society strives to ensure that the fundamental principles of human dignity, individual rights and liberties, genuine equality and access to justice are in their rightful, central place in American Law.

ANIMAL LAW

Animal Law is dedicated to education and outreach on legislative issues pertaining to animal welfare in the St. Louis metropolitan area. Through promoting awareness and community involvement, the goal is to ensure that animal legislation helps to prevent animal abuse.

A REAL COMMUNITY HERE (ARCH)

The purpose of this student group is to help non St. Louisans feel more invested in the community through social activities, academic guidance and encouragement.

ASIAN AMERICAN LAW STUDENTS ASSOCIATION (AALSA)

The purpose and mission of the Asian American Law Students Association is to address the needs and concerns of Asian American law students within the Law School community, to work with local and national Asian American communities toward the realization of common goals, and to educate the law school community concerning the legal and political issues affecting the Asian Americans.

BLACK LAW STUDENTS' ASSOCIATION (BLSA)

The purpose of BLSA is to utilize the collective resources available to the chapter for the creation and maintenance of a law school environment that is conducive to Black students' effective study of the law by: Articulating and addressing the academic, financial, political, social and professional needs of its membership; Fostering and encouraging professional competence; Encouraging the increase in the number of Black students and addressing problems of attrition (should they exist);

Instilling in members a greater awareness and commitment to the needs of the Black community; Encouraging the increase in the number of Black faculty in the law school; Promoting the interaction between the membership and other organizations within the law school and the University specifically, and the legal community and Black community generally; and do all things necessary and appropriate to accomplish these purposes.

CHRISTIAN LEGAL SOCIETY

The Society strives to serve the spiritual needs of students, faculty and staff, as well as facilitate discussion about the interaction of faith and legal practice.

CRIMINAL LAW SOCIETY

The Criminal Law Society is dedicated exclusively to furthering the study of criminal law, and promoting an interest in the criminal justice system.

As part of the Center for Employment Law, the Association's goal is to achieve awareness and career opportunities in employment law for the members of the organization.

ENVIRONMENTAL LAW SOCIETY

This society examines current trends in environmental law, explores job opportunities in the field, and seeks to increase the community's awareness of environmental law issues through a consolidated "voice" of the people.

FEDERALIST SOCIETY

The Federalist Society is dedicated to the principles that: The State exists to preserve the natural law of human freedom, the separation of government powers (both between the three branches and between the various levels; federal, state, country, municipals) is central to the health functioning of the U.S. Constitution; that the duty of the federal and state judiciaries is to say what the law is, not what it should be; that any and all threats to these principles must be resisted through the means of active citizenship, intelligent discourse, integrity of leadership and cheerful and generosity of tone and spirit.

HEALTH LAW ASSOCIATION EMPLOYMENT LAW ASSOCIATION

The objectives of the Association shall be to expose the members to health-related legal issues and to increase awareness of career opportunities in the area of health law.

HISPANIC LAW STUDENT ASSOCIATION

Purpose is to create and foster an environment in which students of hispanic origin can discover and develop a deeper understanding of the cultural heritage and extend an invitation to all students in the law school community to participate.

INTERNATIONAL LAW STUDENTS' ASSOCIATION

The purpose of International Law Students' Association is to increase awareness and appreciation of other cultures and of the practices of law in the international setting by providing opportunities for interaction between students and guest speakers, etc.

J. REUBEN CLARK LAW SOCIETY

Purpose of this organization is to affirm the strength brought to the study of law by a law student's personal religious conviction. The organization strive through public service and diligence in studies to promote fairness and virtue founded upon the rule of law.

OLDER WISER LAW STUDENTS (O.W.L.S.)

The purpose is to provide resources and social activities for second career law students. This organization also wants to make the part-time students feel more connected to the rest of the student body.

OUTLAWS

The purpose of this organization is to provide a community that promotes tolerance and raises awareness among the gay, lesbian, bisexual, transgendered, questioning, and allied students and faculty of Saint Louis University School of Law.

PHI ALPHA DELTA

The purpose of Phi Alpha Delta is to unite students and teachers of law with members of the Bench and Bar in a fraternal fellowship to advance the ideals of liberty and equal justice under the law; to stimulate excellence in scholarship; to inspire the virtues of compassion and courage; to foster integrity and professional competence; to promote the welfare of its members; and to encourage their moral, intellectual and cultural advancement.

PUBLIC INTEREST LAW GROUP - (PILG)

The purpose of this student group is to encourage students to pursue public interest law in their careers and/or private

lives through discussion of public interest law issues, volunteer opportunities and enrichment events.

SLAVS OF SLU LAW

The purpose of Slavs of SLU Law is to unite law students at Saint Louis University in order to better understand Slavic culture and how the culture may be a part of our professional and personal lives.

SLUMARK

The purpose is for students to develop ideas for communication, programming and marketing to augment the overall law school experience for current and prospective students.

SPORTS AND ENTERTAINMENT LAW ASSOCIATION

The purpose of this association is to advance the understanding of the law as it relates to the sports and entertainment industries.

ST.THOMAS MORE SOCIETY

The St.Thomas More Society is open to all who are interested in the intersection of faith and the legal profession in the Catholic intellectual and legal tradition. We seek to promote the ideals of St.Thomas More, martyr and patron saint of lawyers, and also encourage Catholic identity by regular meetings and speakers who discuss faith and the law.

STUDENT INTELLECTUAL PROPERTY LAW ASSOCIATION (SIPLA)

The purpose of this organization is to promote the study of intellectual property law and help students develop careers in intellectual property.

STUDENT LEGAL WRITERS' ASSOCIATION (SLWA)

The group is a community of student writers who work on personal legal writing projects independent of classes for the purposes of publishing and competitions. The forum seeks to provide an infrastructure to aid students in successfully realizing their projects through peer edits and guest faculty feedback.

WOMEN LAW STUDENTS' ASSOCIATION (WLSA)

This organization was founded to create a communication network through social and educational events and bridge the gap between educational and professional worlds.

BAR ASSOCIATIONS AND GROUPS

You might as well recognize now that networking is nearly a pillar of the profession. Therefore, the more you know, the better. Being in touch with Bar Associations and professional legal groups can help you keep in tune with job openings, changes in fields of substantive law, conferences and Continuing Legal Education Credit, and other benefits you are not yet equipped to fathom as an incoming 1L. With that in mind, here are a few groups to which you should turn your attention early, to see if membership can help you now.

AMERICAN BAR ASSOCIATION

www.abanet.org

The ABA has student group membership for those enrolled in accredited law schools. Membership gets you access to the content of secured portions of the website, specifically jobs. They also allow you to sign up to receive newsletters published on certain substantive areas of law. This is a good source for ideas, since you're not going to escape law school without having to write a paper.

MO BAR & IL BAR ASSOCIATIONS

www.mobar.org

www.isba.org

Like Missouri & Illinois, each state has an organized bar association site that offers lawyer placement tools, publications, and recent legal decisions. Much like the ABA, only tailored to the particular local market.

BAR ASSOCIATION OF METRO SAINT LOUIS (BAMSL)

www.bamsl.org

You may recognize BAMSL from the advertised happy hours they host throughout the year. It always helps to get to know those working locally in your field, and set yourself apart as a student with at least some sort of passion for the law. In addition to the elbow rubbing, the Association operates in a similar manner to its big brothers, the State and American Bar Associations.

SPECIAL INTEREST LEGAL GROUPS

In addition to the groups above, some associations are held together by substantive interest. For example, if you're interested in Toxic Torts, Criminal Prosecution, or Medical Law, a basic google search with these terms connected with "Association" will undoubtedly lead you to an organized group that shares your interests. It's worth spending time glancing through these to acquaint yourself with people & actors in your field of interest.

CAREER SEARCH

Why are we here? Oh riiiiight..... While finishing law school is itself an accomplishment, we can't forget the ultimate end we're all seeking in some fashion: employment. The following sections will point out some sources to familiarize yourself with, and hopefully give you ideas on how to conduct your own search. Everything mentioned below is helpful for both the internship and post-grad employment search. Since we can't all be at the top 5% of the class, some of us may have to look just a little bit further...

UNIVERSITY RESOURCES

Career Services "Library"

Walk past the desks and offices of the helpful individuals who staff this office, and you'll find an offset section with two computers and a bookshelf-lined wall. This little area contains a wealth of information on employers, career paths, government opportunities, and fellowships that may be of interest to law students, whether seeking traditional or non-traditional legal employment. The literature is predominantly arranged by field of employment, with some special employers having their own sections. If you prefer to take some info with you in lieu of conducting your search at one of the two available computers, simply sign the book out at the front desk.

Paper Job Board

Just outside the career services office, the school posts requests and notifications it receives about open and upcoming positions from across the nation. The corkboard is updated as the jobs come in, so check often.

Electronic Job Board

This is the electronic cousin to the paper job board, accessible at <http://law.slu.edu/>. Just click the "Quick Links" drop-down box and select "job postings". Although similar in nature to the paper board, the electronic board usually differs in content, so check

both periodically.

On Campus Interviewing

A few weeks into both the Spring and Fall semesters, a mass e-mail goes out to law students which details a number of firms who will be conducting interviews at the School of Law over the course of the semester. In this list you'll find the names of employers, information on qualifications (1L, 2L, top x%, etc...), the dates they'll be on campus, and the deadline for submission. If you haven't already, be sure and brush up the resume. Employers range nationwide, so read the list carefully.

BEYOND THE BOX – ADDITIONAL EMPLOYMENT RESOURCES & IDEAS

It will help your career search immensely if you have a particular field of law you would like to focus on, however this may not be the case early in your law school career. With that in mind, some good electronic sites with opportunities in various fields are:

www.lawjobs.com,

Maintained by ALM, a legal/business periodical, with positions searchable by field, and the opportunity to post your resume for potential employers to browse.

www.martindale.com,

This is a joint effort between Martindale-Hubbe and LexisNexis, similar to lawjobs.

Sign in using your password/id and you have access to their database.

www.abanet.org

Navigation of this site can be very rewarding. There are general databases available, but some of the specialized "Divisions" (i.e. international law) have their own job/internship information on their homepage. Many of the job boards are accessible without membership in the ABA. However, for a small fee, students may join.

www.findlaw.com

This site is free, simple, and organized by field of law. Findlaw is also a nice alternative to lexis and weslaw for legal research purposes.

UNIVERSITY JOB BOARDS

Many Universities have job boards similar to our own, which are open access. This may be due to reciprocity agreement, such as

Brigham Young (<http://www.law.byu.edu/>), or simply as a matter of policy, like Mizzou (<http://law.missouri.edu/>).

SURVIVAL STORIES

INTRODUCTION

Make no mistake – law school is hard. In addition to the obvious challenges first-year students face, such as learning how to read a court opinion, figuring out what professors expect from students and tackling the daunting task of preparing for exams, there are a number of different pressures that can (and usually do) arise. Some of these are external, such as the temptation to forego your studies for a weekend in order to spend time with friends and loved ones. But some of the most intense pressures that law students face are entirely internal. And when combined with the academic and social pressures that are a necessary part of the law school experience, it becomes ever more important for students of the law to learn just how to manage those stresses that can, at times, feel overwhelming.

SOCIAL STRESSES

One of the things that law students can find difficult – especially those who are married or involved in serious relationships – is the challenge of balancing their time with friends or loved ones and their study time. In the first semester of law school, time is the most valuable commodity, and there never seems to be enough of it. First-year students are faced with the task of reengineering the very way that they approach the process of learning itself, and are required to become fluent in the language of the law in a relatively short period. To do so, law students spend the vast majority of their time outside of class reading court opinions and performing legal writing exercises. And it takes up a lot more time than these students are probably used to spending on daily assignments.

But before you begin thinking that all of those law school horror stories you've heard are true, rest assured that your birth as a 1L does not herald the death of your social life. Your new responsibilities as a law student do not in any way mean that you will never again see your family or friends; however, it does mean that you'll have to learn to budget your time wisely, and, most importantly, how to tell people no.

Of course, there will be times when your friends and family

do not understand that there is absolutely no way for you to skip your studies for a couple hours to meet them for a movie or a bite to eat. Or when the pressure to throw down your highlighter and skip your reading just this one time is being heaped upon you by an unsympathetic friend.

Steve Skaff, Class of 2009:

In law school, as in life, you have to learn not to get worked up over what you can't control. Unfortunately, you can't always control the workload because it comes in waves. Apart from midterms (which are few) and finals (which are many), there will be other times when many classes expect many things of you all at once. Such is life, so prepare yourself and those around you (particularly those married or in serious relationships) that you will probably be a law school hermit every now and then. Take comfort in the camaraderie of your classmates—misery indeed loves company—and in the knowledge that the tide will soon retreat.

It is possible to manage both your homework schedule and your personal life, but it does require the ability to make and adhere to a plan. So, make a schedule, give yourself plenty of time with family and friends, and stick to it. You'll find in the end that, if you play it smart, no one – including your professors – will feel neglected.

ACADEMIC PRESSURE

The truth is that academic pressure can be the real killer in the first year of law school. Generally, the average 1L is an above-average student. Chances are that they excelled in their undergraduate studies, or that they held impressive professional positions prior to their decision to enter law school. And the knowledge that you're one among hundreds of other students who are by their very nature overachievers is more than a little intimidating. And while this can for some students fuel their desire to shoot for the very top of the class, it can for others manifest itself as serious stress.

This is compounded by the fact that law school academics are structured in a way that is completely foreign to the vast majority of students. For starters, most law school professors assign grades to their first-year students based on one final exam. This is a far cry from undergraduate coursework, which traditionally bases final grades on a series of quizzes, midterms, papers and exams. So, the knowledge that one's final grade depends upon one three-hour period of frantic writing can be a little alarming. And the pressure of a forced curve that is a part of any law school experience can send many students over the edge.

But the only thing that inspires more worry than final exams is the posting of final grades. The honest truth is that you'll probably not receive the kind of GPA that you've grown accustomed to in undergrad. In fact, you may even see a couple grades lower than any you've ever seen on any report card of yours. Never fear, though. Nearly every one of your fellow students is likely experiencing the same feelings of disbelief and dejection. And, just because you didn't earn a 3.8 does not mean you haven't earned a spot in the top 5 percent of your class!

The good news is that American law schools – including Saint Louis University School of Law – employ a number of strategies aimed at easing the minds of law students through the protection of their anonymity. One of these strategies is blind grading. The other is the complete confidentiality of student grades and class standing. Therefore, even if you didn't perform as well as you would have liked, the only classmates who know your GPA are the ones you've told.

Of course, there are opportunities that exist only for those students who earn top spots in the class. One such opportunity is the invitation to participate in one of Saint Louis University's law reviews. However, even those students who do not make grades sufficient to earn an invitation to participate can still attempt to "write on" to a law review by completing a writing and editing exercise made available in the second semester.

In the end, the only person you should be competing with is yourself. Although your desire to perform as well as others around you can result in the temptation to either throw yourself into your studies with abandon or give up altogether, the best thing to do is remember that law school is not a sprint – it's a marathon. And the best possible thing you can do is keep your eye on the prize, and not allow your ambition to cause you to lose sight of your goals.

Kristen Spath, Class of 2009 notes:

During undergrad, I had the luxury of procrastination. I frequently finished, and sometimes started assignments the day before they were due. For one of my first law school assignments, I thought I could do the same, especially since it was only three pages long. However, the afternoon before it was due, it became quite clear that I was not in undergrad anymore. I worked on it all night and turned in a decent paper. When I got it back my grade was fine; however, looking it over I found many mistakes which I would have corrected if I had had more time. This experience has taught me the importance of working ahead and not procrastinating. It makes for a lot less stress and much better papers.

TRUE TALES OF STRESS MANAGEMENT

If there's one thing that first-year law students can count on, it's that they'll be stressed out from time to time. Legal Research and Writing assignments, endless amounts of reading and outlining can often make students feel stretched thin. Every IL can remember a time that they felt so overwhelmed with the sheer amount expected of them by friends, faculty and classmates that they felt ready to scream.

"I hit the gym or cook dinner for a quick stress reliever."

Manasi Venkatesh, Peoria, IL

"I like to watch movies to relieve my stress."

Julie Mounts, St. Louis, Mo.

Because this stress is a very real part of the law school experience, it is incredibly important that first-year students learn to combat that stress in a meaningful way. Sometimes you simply have to accept that your time is a finite resource, as is your ability to absorb the huge amounts of information that is being thrown at you. And there are two big ways that first-year law students learn to manage their stress and to maximize both their time and their attention span: They learn when to take a break and when to make a list.

Christine Campbell, Class of 2009, describes how she manages the stress of law school:

To manage stress, I plan ahead and make daily goals. I am often seen whipping out a little red planner to write down assignments and "to-do" tasks. This ensures I don't forget anything and it grants the extra satisfaction of crossing something out when it is accomplished. It also helps me to try to complete all school studying before heading home. This keeps work at school and allows home to be a place to relax, free from law school. When work piles up, I try to take breaks and go for a run or even just a quick walk around the building. Finally, I plan for lunches and dinners. I find my stress is a lot lower when I am not relying on a diet coke and a bag of chips from the snack machines. Law school, especially the first year, is inherently stressful - but planning ahead and taking time for breaks makes it a lot more manageable.

Another great way to manage first-year stress is to get to know your classmates. All law students have had an undergraduate

college experience in which they have probably experienced the challenges of leaving home, moving to a new city and establishing a new network of friends. However, just because you've experienced this before does not mean that the prospect of doing so all over again is any less stressful.

There are a number of ways that first-year students can alleviate the stress associated with the task of building a new support network in a law school environment. Students can make an effort to get to know the others in their small section. At Saint Louis University, law students are separated into small groups of no more than 30 who take all of their classes together during the first year. Many students find that a number of these classmates become fast friends, and are only too eager to get to spend time getting to know them.

OTHER STUDENTS RELY ON JUST THE OPPOSITE:

"I go for a long run or call a friend or family member that is NOT in law school to give perspective."

Colleen Curtis, Ballwin, MO

Many students decide to become involved with one of the many student organizations that exist within the law school. Because law schools put a premium on diversity within their student body, it follows that there are a variety of student organizations catering to the interests of these diverse students. This allows first-year students to identify others who share their particular viewpoints, or to expose themselves to new ways of thinking.

ALTERNATIVELY, SOME TIME ALONE MAY DO THE TRICK:

"I like to take a bath with a glass of wine to unwind."

Katie Schierholz, Chesterfield, MO

Finally, and perhaps most importantly, many new 1Ls join the law school's intramural softball team. I know, I know – it sounds funny. But this is one of the absolute best ways to get to know your classmates and to establish relationships with others before things get too rough in the first year. The teams are not competitive, although there is a formal competition. But for the most part, it is an opportunity to enjoy beautiful Forest Park in the fall and to make connections with the people you'll be seeing for the next three years.