

# Stanford Law School

## FOREIGN STUDY GUIDELINES

### 1. Foreign Study Program Overview

Today, virtually all Stanford Law School graduates will encounter foreign legal systems and will work with lawyers and clients from other countries in their practices and post-graduate work. Learning about foreign legal systems is accordingly an increasingly important aspect of legal education. Study at a foreign law school provides an excellent opportunity for students to gain familiarity with foreign legal systems. Stanford Law School's Foreign Study Program enables students to pursue study for Stanford Law School credit either at a foreign law school with which Stanford has an established foreign study arrangement or, in exceptional cases, at a foreign law school of their own choosing.

### 2. Goals

The goals of the Foreign Study Program are:

- To permit students to gain in-depth substantive knowledge of other legal systems that goes beyond what we offer at Stanford;
- To provide students with exposure to foreign legal cultures, including an appreciation for the role that law plays in other societies; and
- To give students the opportunity to interact with future lawyers from other legal systems in order to better understand how they reason, argue, and solve legal problems.

### 3. Study Abroad Opportunities

Stanford offers two different options for students who wish to study at a foreign law school.

#### a. Schools with which Stanford Law School has an established foreign study arrangement

Stanford has concluded exchange agreements with the following leading foreign law schools. Under these arrangements, each school will receive a limited number of Stanford students each year as exchange students.

- Bucerius Law School – Hamburg, Germany
  - Courses taught in English
  - Autumn term only
- CIDE (Centro de Investigación y Docencia Económicas) – Mexico City, Mexico
  - Courses taught in Spanish
- European University Institute – Florence, Italy
  - Courses taught in English and French
- Peking University Law School – Beijing, China
  - Most courses taught in Chinese (Mandarin), but with a select number of courses offered in English
  - Spring term only
- Waseda University Law School – Tokyo, Japan
  - Most courses taught in Japanese, but with a select number of courses offered in English

Each of Stanford's partner schools will accept only a limited number of Stanford students each year (one or two, depending on the school). Stanford students must thus both obtain approval from the Foreign Law Programs Committee and be accepted to the partner school they wish to attend.

**b. Study at schools with which Stanford does not have a foreign study arrangement**

Students may petition to study at a foreign law school with which Stanford does not have a foreign study arrangement if they can demonstrate that: (1) they have a compelling need or interest in attending the school in question; and (2) their program of study at the school warrants a semester of Stanford Law School credit. In this regard, the American Bar Association requires that:

The foreign institution will generally be one that is government sanctioned or recognized, if educational institutions are state regulated within the country; recognized or approved by an evaluation body, if such an agency exists within the country; or chartered to award first degrees in law by the appropriate authority within the country.

Beyond this, the school should have a demonstrated record of academic and institutional excellence. The school should employ academic standards comparable to those employed at Stanford Law School.

Students may not attend programs of U.S. law schools located abroad, and may not ordinarily attend programs at overseas law schools that are meant primarily for foreign students.

#### **4. Eligibility**

A student is eligible to participate in the Foreign Study Program only if he or she:

- is a second- or third-year J.D. student;
- has no outstanding papers from previous terms;
- is fluent in the language of instruction of the courses at the school the student seeks to attend;
- will pursue a course of study at the foreign law school that is related to the socio-legal environment of the country in which the foreign school is located or that has an international or comparative focus;
- has received the approval of the Foreign Law Programs Committee of a petition submitted by the relevant deadline that describes the student's proposed academic plan and the educational objectives the student seeks to achieve;
- has by the required deadline submitted an application to, and been accepted by, the school the student seeks to attend; and
- will be eligible for graduation on schedule in compliance with the satisfactory academic performance requirements set forth in Stanford Law School's Student Handbook even if the student receives five quarter units of marginal grades after return to the Law School.

In reviewing applications, the Foreign Law Programs Committee shall take into consideration a student's academic performance and the rigor of his or her proposed course of academic study.

A student may only participate in the Foreign Study Program once during his or her time at Stanford Law School.

#### **5. Timing**

A student seeking credit for legal studies outside the United States must return to Stanford Law School for at least one term in residence after completing his or her foreign study.

## 6. Credit for Courses Taken

A student participating in study at a foreign law school with which Stanford has a foreign study arrangement will ordinarily enroll in an academic program comparable to a full academic schedule for the term at that school. The Foreign Law Programs Committee will determine the number of credits a student will receive toward his or her J.D. for the proposed course of study, although students who participate in a full academic schedule at the foreign law school will ordinarily receive roughly the number of credits associated with a standard quarter load.

For students who are approved to study at a foreign law school with which Stanford does not have a foreign study arrangement, the number of units of credit to be awarded will be determined by the Foreign Law Programs Committee. The Committee may consider the following factors in determining the number of units to be awarded:

- the recommendation approved by the student's faculty advisor; and
- whether the faculty advisor requires a directed research project.

In all cases, credit will be awarded only for courses in which the student receives a grade equivalent to a passing grade at the foreign law school attended. However, grades from the foreign institution will not appear on a student's Stanford Law School transcript in any way.

In no case will the Foreign Law Programs Committee award more than 14 quarter units for study at a foreign institution. Nor will the Committee in any case approve a petition for a course of study that is not equivalent to at least 9 quarter units (the minimum number of quarter units required to satisfy residency requirements).

No credit shall be awarded for:

- visits or field trips to legal and government institutions except in instances in which the content of such activities is academic in nature and is related to the course in which credit is awarded;
- clinics or externships organized or operated through a foreign law school;
- distance education courses;
- foreign language courses at the foreign law school;

- courses in disciplines other than law, except upon written advance permission from the Foreign Law Programs Committee (such courses shall count toward the maximum units permissible for cross-registration at Stanford Law School); or
- summer law study programs.

## **7. Procedure for Applying to Study for a Semester at a Foreign Law School**

1. Students considering studying at a foreign law school should first obtain a faculty advisor who agrees to review in advance and approve a written plan by the student defining the educational objectives he or she seeks to achieve through foreign study.

The plan should:

- outline the student's educational objectives in pursuing foreign study and how the planned course of study will achieve those objectives;
- specify the methods to be used in evaluating the student's attainment of these objectives;
- indicate the specific courses the student proposes to take at the foreign law school;
- explain the arrangements the student has made to communicate with his or her faculty advisor about the course of foreign study; and
- explain the method by which the faculty advisor will monitor the student's foreign study, including review of the student's written work (either during the semester or upon the student's return to Stanford Law School).

In developing a proposed course of study, students should bear in mind that the purpose of the Foreign Study Program is to expose students to courses not available at Stanford Law School. Students accordingly should not include in their proposed course of study courses substantially the same as those they could take at Stanford Law School, or courses about the U.S. legal system.

At the discretion of the faculty advisor, the plan may require the student to complete a directed research project, which would not count as a course taken

at the foreign law school. (It would, however, count toward the student's J.D. unit requirement and, thus, could not take the student over the maximum number of term units allowed by ABA accreditation standards.)

2. After securing the approval of a faculty advisor, the student must file a petition with Foreign Law Programs Committee.
  - a. Partner schools: For petitions to study at a foreign law school with which Stanford has a foreign study arrangement, the petition should:
    - demonstrate the student's eligibility for foreign study according to the criteria set forth in the "Eligibility" requirements in Section 4 of these Guidelines;
    - set forth the dates of proposed foreign study (indicating whether special arrangements have been made to permit students to take exams to enable them to return to Stanford Law School in time to attend courses at the beginning of the quarter following the period of foreign study);
    - state the academic courses that have prepared the student for foreign study at the particular institution;
    - explain the relevance of foreign study to the student's academic course of study at Stanford Law School;
    - include a copy of the written plan defining the student's educational objectives that has been approved by the student's advisor;
    - include a copy of the student's resume; and
    - include a copy of the student's unofficial transcript.
  - b. Other schools: For petitions to study at a school with which Stanford does not have a foreign study arrangement, the petition must, in addition to the information described above, also include:
    - the name and address of the foreign law school and contact information for an advisor who will be responsible for the student's academic program;
    - an explanation of the student's academic or professional need to study in the country or at the law school in question;

- information indicating that the foreign law school meets the criteria identified in Section 3.b above;
  - written assurance from the foreign law school that Stanford Law School's and the student's proposed educational objectives can be achieved at the foreign law school; and
  - the course syllabi or similar descriptive course materials for the student's proposed course of study (so that the Committee can ensure that the program meets standards equivalent to those employed at Stanford Law School).
3. In all cases, the student must also apply for admission to the foreign law school at which he or she wishes to study. In some cases, schools with which Stanford has established a foreign study arrangement will require students to demonstrate that they have received approval from Stanford Law School to participate in the Foreign Study Program as a condition of admission.

In all cases, students approved for foreign study by the Foreign Law Programs Committee must demonstrate to the Foreign Law Programs Committee that they have been admitted to the foreign law school at the earliest possible date, and in any event before they begin study at the foreign school.

Each foreign law school with which Stanford has established a foreign study arrangement has its own application requirements and deadlines. Information about application procedures at partner schools may be found at the Foreign Study Program page on the Law School's website.

4. Upon returning from study at a foreign school, students must provide the Foreign Law Programs Committee with copies of any written work they completed during the course of their study.

## **8. Deadlines**

For study abroad during academic year 2010-2011, petitions to the Foreign Law Programs Committee from students who wish to study abroad during Fall Quarter are due February 19, 2010.

Petitions from students who wish to study abroad during either the Winter or Spring Quarters are due October 15, 2010.

Petitions should be submitted to Office of the Registrar, Room 100, Stanford Law School.

Each law school with which Stanford has a foreign study arrangement has its own application deadline. For academic year 2010-2011, the application deadlines for Stanford students to apply to those schools are:

Bucerius Law School:	March 31, 2010
CIDE:	May 15, 2010
European University Institute:	March 31, 2010
Peking University Law School:	Fall 2010; precise date to be determined in consultation with Peking University Law School
Waseda University Law School:	March 31, 2010

## 9. **Withdrawal**

Because space for Stanford Law School students is limited at Stanford's partner schools, and because withdrawals may severely compromise the foreign study relationships that Stanford Law School has built, a student will be permitted to withdraw only under extraordinary circumstances. A student must obtain approval of the Foreign Law Programs Committee in order to withdraw. A student who does not obtain such approval will not be permitted to enroll at Stanford Law School for that term.

## 10. **Coordination with the Faculty Advisor**

Students should arrange to remain in contact with the faculty advisor who approved the plan defining the student's educational objectives for the foreign study after the period of foreign study begins. It is up to each student to make specific arrangements with his or her faculty advisor, but the following guidelines apply:

- The student and faculty advisor should arrange to make contact by phone or email shortly after the student's arrival at the foreign school. This is an early opportunity for the student to make the faculty advisor aware of any difficulties the student may be encountering in integrating into the foreign school.
- The student should provide the faculty advisor with regular periodic updates (e.g., weekly or biweekly) on the student's experience at the foreign school.

- At the conclusion of the period of foreign study, the student must provide the faculty advisor with a written Final Report that: (a) describes the student's academic and intellectual experience at the foreign school; (b) describes in summary form the student's experience regarding institutional, administrative, and logistical matters; (c) indicates whether the student would recommend study at the foreign school for other Stanford Law School students; and (d) identifies any changes in the exchange program at the foreign school that the student would recommend. The Final Report should be in the 5- to 15-page range. The Final Report must be submitted to the faculty advisor and the Foreign Law Programs Committee no later than the due date for papers written by non-graduating students in courses during the quarter of foreign study.

## **11. Stanford Law School Requirements**

Students who participate in the Foreign Study Program are not exempted from Stanford Law School's graduation requirements. They must complete, at Stanford, the ethics, writing, and professional skills requirements of the J.D. degree. It is each student's responsibility to determine how a quarter of foreign study will affect his or her ability to fulfill Stanford Law School's graduation requirements.

In addition, to be awarded credit by Stanford Law School for a course of study at a foreign school, students who participate in the Foreign Study program must, upon their return to Stanford, provide the Foreign Law Programs Committee with: (a) a transcript or certificate documenting courses they have successfully completed; (b) copies of any written work they completed during the course of their study; and (c) a copy of the written Final Report described in Section 10 that they submit to their faculty advisor.

## **12. Tuition and Financial Aid**

Students participating in foreign study at a school with which Stanford has a foreign study arrangement pay tuition and fees to Stanford University. In such cases, any financial aid that the student receives will continue to come from Stanford. Tuition and fees ordinarily charged by these partner schools are waived. For foreign schools with which Stanford does not have a foreign study arrangement, students will be responsible for tuition and fees charged by the host school. Students attending foreign schools with which Stanford does not have a foreign study arrangement may elect to take a leave of absence from Stanford during the quarter of foreign study. If they do so, they will not pay tuition and fees to Stanford University for that quarter, but they will not be eligible for financial aid from Stanford.

**13. Health Insurance**

Students participating in the Foreign Study Program have the option of waiving Cardinal Care health insurance coverage if they obtain alternate insurance (travel insurance or otherwise) and notify Stanford's Vaden Health Center in advance of the standard deadline, as listed on Axess. Questions about health insurance coverage should be directed to the Insurance Manager at Vaden, who can be reached at (650) 723-8416.

Students may be required to obtain insurance coverage in accordance with the requirements of the foreign school at which they study. Information about health insurance requirements at Stanford's partner schools may be found at the Foreign Study Program page on the Law School's website.

**14. Registration with the local United States Embassy**

Before going abroad, students can register with the local United States Embassy online. To register with the relevant U.S. embassy, go to <http://www.travel.state.gov/>. Under "International Travel for US Citizens," there is a link for "Registration with Embassies." The online registration process begins there.

Students also check for any relevant State Department travel advisories at <http://www.travel.state.gov/>.

**15. Additional information**

Additional information about studying at Stanford's partner schools, including information about visa and immigration requirements, expenses, housing, and program contacts and advisors, may be found at the Foreign Study Program page on the Law School's website.



Name of foreign institution at which you wish to study:

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Dates of proposed foreign study:

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Are you applying for financial aid for the time you propose to study abroad?

Yes    No

*If the answer is yes, you must consult with the Office of Admissions and Financial Aid about the effect of the proposed course of study on your financial aid package.*

Have you been admitted to the foreign school?                      Yes                      No

*If yes, please attach proof of admission. If no, please explain the status of your application.*

If the school is not one with which Stanford Law School has an established foreign study arrangement, please provide the name and address of the foreign law school and contact information for the person who will be responsible for your academic program:

If the school is not one with which Stanford Law School has an established foreign study arrangement, please indicate why you wish to study at that school and what programs are available at the school that would justify studying there:

What is the language of instruction of the courses at the foreign institution at which you wish to study?

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Are you fluent in that language (or, if the language of instruction is English, are you fluent in the local language)?

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How did you gain that fluency?

What academic courses have prepared you for foreign study at this particular institution?

Explain the relevance of foreign study to your course of study at Stanford Law School:

Explain the unusual academic opportunity presented by the proposed course of foreign study that cannot be replicated at Stanford Law School:

Please provide the name and contact information for your Stanford Law School advisor:

Attach the written plan defining the educational objectives that you developed with, and that has been approved by, your advisor. That plan should:

1. include a description of your educational objectives in pursuing foreign study and indicate how your planned course of study will achieve those objectives;
2. specify the methods to be used in evaluating your attainment of those objectives;
3. indicate the specific courses you propose to take at the foreign law school;
4. explain the arrangements you have made to communicate with your faculty advisor about the course of your foreign studies.

Attach a copy of your resume.

Attach a copy of your unofficial Stanford Law School transcript.

If the law school at which you wish to study has not been approved in advance by the Foreign Law Programs Committee, please include:

- information indicating that the school meets the criteria identified in Section 3.b of the Foreign Study Guidelines;
- an explanation of your academic or professional need to study in the country or at the law school in question;
- written assurance from the foreign law school that Stanford Law School's and your proposed educational objectives can be achieved at the foreign law school;
- the course syllabi or similar descriptive course materials for your proposed course of study (so that the Committee can ensure that the program meets standards equivalent to those employed at Stanford Law School).

NOTE: To be awarded credit by Stanford Law School for your course of study at a foreign school, you must upon your return to Stanford, provide the Foreign Law Programs Committee with:

- a. a transcript or certificate documenting courses you successfully completed;
- b. copies of any written work you completed during the course of your study; and
- c. a copy of the written Final Report submitted to your faculty advisor at the conclusion of the period of foreign study.

**Student Signature**

Signature:

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Date:

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**Faculty Signature** (To be completed by Stanford Law School Faculty Member)

*I have agreed to serve as the advisor for the foreign study described in this petition and have approved the accompanying educational plan.*

Signature:

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Date:

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