

IMPORTANT INFORMATION FOR PROSPECTIVE TRANSFER STUDENTS

TRANSFER CREDIT EVALUATION

Generally, only courses in which a grade of a “C” or better was earned can transfer to Michigan State University College of Law (MSU Law).

MSU Law will complete a transfer credit evaluation (TCE) for each transfer student after the Office of Admissions receives the Enrollment Pledge and \$350 enrollment deposit. The TCE will indicate how courses that transfer from your previous law school will align with the required curriculum of MSU Law. This will be sent electronically to your **msu.edu email account**.

A transfer applicant, who is admitted to MSU Law before receiving final semester grades from the previous law school, will be provided an interim TCE. Upon submission of a final transcript of such courses, MSU Law will complete a final TCE. *Transcripts should be submitted directly to LSAC.*

Students who fail to submit a FINAL transcript for evaluation after matriculating at MSU Law will have a hold placed on their account and will not be permitted to enroll in future semesters or sit for their final exams. Credits transferred from the previous law school will appear on the student’s MSU Law transcript. However, courses taken at the former institution will not appear on the transcript.

A writing requirement completed at the previous institution will not be accepted by MSU Law to meet the ULWR requirement, but will be considered for elective credits.

REQUIRED COURSES AT MSU LAW

MSU Law requires the completion of 88 credits hours, which includes an upper-level writing requirement (ULWR) along with other required courses, to satisfy graduation requirements. Transfer students must complete all required courses as set forth in the final TCE. *If a transfer student is required to take any MSU Law first-year required course, such as Research, Writing & Analysis, and/or Advocacy at MSU Law, the student must enroll the first time it is offered.* Also, a student enrolled in Research, Writing & Analysis, or Advocacy is not permitted to drop the course unless the student is withdrawing from MSU Law.

RESEARCH, WRITING, ANALYSIS AND ADVOCACY

For research and writing courses, any transfer student with at least a 3.0 final cumulative GPA will receive transfer credit for a previously taken research and writing course, provided that a “C” or better was earned. Transfer students who do not have a 3.0 final cumulative GPA will automatically receive transfer credit for taking research and writing if the grade earned in the course is at least a “B.” If the grade is less than a “B,” the transfer student must submit for determination whether transfer credit will be awarded.

CLASS RANKING

Grade point averages and class rank for transfer students are computed based solely on grades earned at MSU Law. Any credits or grades awarded by other institutions are not included for these calculations. Transfer students are ineligible to receive interim (semester) class ranks.

Final class rank upon graduation only includes students who have earned at least **70 graded credits from classes taken at MSU Law**, excluding those taken on a Pass/Fail basis. In order to be eligible for **class honors upon graduation**, a student must have earned at least **53 graded credits from classes taken at MSU Law** (excluding those taken on a Pass/Fail basis). Students who are excluded from the calculation of interim or final class ranks shall have their MSU Law grade point averages compared to those of their classmates (based on year of graduation) for the same time



period. The Registrar shall generate reports of the grades of students included in class rank calculations for the requisite time periods, indicating **decile cutoffs**. In lieu of a class rank, students excluded from class rank calculations shall be told into which **decile** their grade point average falls.

SATISFACTORY ACADEMIC PROGRESS

Transfer students are considered “upper level” students. All upper level students are required to maintain an MSU Law cumulative grade point average of 2.0 or better at the end of every regular semester (fall/spring). Any student who has a cumulative grand point average lower than a 2.0 at the end of every regular semester (fall/spring) will be automatically academically dismissed from MSU Law. No student may graduate from MSU Law with less than a cumulative grade-point average of 2.0.

COURSES TAKEN AT ANOTHER LAW SCHOOL AFTER MSU LAW MATRICULATION

Once a student transfers to MSU Law, the student is subject to all MSU & MSU Law policies. With the permission of the Assistant Dean for Student and Academic Affairs, a student may attend another law school as a visitor. The terms and conditions of such attendance shall be within the sole discretion of the Assistant Dean for Student and Academic Affairs. The following is an appropriate exercise of the discretion:

1. Permission to visit another law school during the regular semester will be granted only in compelling circumstances. Neither financial exigency nor the desire to live or practice in another jurisdiction is a compelling circumstance.
2. Only elective credits may be taken at another law school.
3. Permission to visit during the summer at an out-of-state law school or foreign summer program of an approved law school will be liberally granted. Visiting an in-state law school will be granted only for courses not regularly offered at MSU Law.
4. MSU Law will give credit only for grades of a “C” or better earned by students who visit other law schools.

At least 45 credits must be earned at MSU Law. Study abroad and credits earned while visiting at another law school count toward the 43 credit hour maximum allowed for transfer credits.

U.S. – CANADIAN DUAL JD DEGREE PROGRAM

Unfortunately, due to program requirements, transfer students are not be eligible to participate in the Dual JD Program with the University of Ottawa and MSU Law.

REQUIRED SEMESTER ENROLLMENT

Only attendance during the fall and spring semester is required. All students are welcome to attend the seven-week summer session. During the regular semester, enrollment for full-time students ranges from 12 to 17 credit hours, and part-time student enrollment ranges from 10 to 11 credit hours. The average credit hours enrolled for the summer session for both full and part-time division students is 3 to 7 credit hours.

Approval to enroll in more than 7 credits in the summer must be approved by the Assistant Dean for Student and Academic Affairs.

COURSE SCHEDULING AND REGISTRATION ASSISTANCE ONCE ADMITTED

All incoming transfer students are required to discuss their proposed course schedules with the Office of Student Affairs after registration instructions have been received from that office. This information is emailed after the enrollment deposit has been submitted and the TCE has been provided to the incoming law student. Once the transfer student consults with the Office of Student Affairs and obtains schedule approval, transfer students will be automatically enrolled in their first semester of coursework at MSU Law. After the first semester at MSU Law, it is the student’s responsibility to enroll electronically via the website.



ELIGIBILITY REQUIREMENTS FOR CERTAIN PROGRAMS AND ORGANIZATIONS

The prerequisites for participation in all of the below organizations are: **Research, Writing & Analysis; Advocacy; a minimum grade point average; and at least four semesters remaining** (not including summer term). Other criteria that must be satisfied include:

International Law Review (ILR): Students must have completed at least 29 credit hours. For further information, please contact the editor of the ILR.

Law Review: Eligibility is only considered immediately after completion of the spring semester (May). Transfer students must enter the writing competition to be eligible. For further information, please contact the editor of the journal.

Competition Teams: All MSU Law Competition Teams, including Moot Court, are part of a collective competition program. For more information, visit law.msu.edu/competitions/teams.

FINANCIAL AID FOR TRANSFER STUDENTS

Please note: Financial aid does not automatically transfer to MSU Law.

The Office of Financial Aid at MSU Law understands that in many cases students are transferring to MSU Law with financial aid already processed at their prior institution. If you are transferring to MSU Law, it is the student's responsibility to ensure that all the necessary steps have been taken to facilitate a smooth transition of your financial aid. Specifically, you should have your FAFSA data sent to MSU Law by logging into fafsa.ed.gov and adding **our federal school code (002290)** or by contacting the Financial Aid Helpline at 800-4-FED-AID. You should also inform your previous institution's financial aid office that you will be transferring and ask to have your financial aid canceled there.

Once MSU Law receives your FAFSA data, we will process your financial aid and post it on **STU-INFO (stuinfo.msu.edu)**. You may access STU-INFO once you have activated your MSU email account. You will receive notice from the Office of Financial Aid by email. The email will ask you to log into STU-INFO and follow the steps necessary for finalizing your financial aid.

You will be required to complete a new Master Promissory Note (MPN) so we can process your federal loans. If you have a private loan, contact your lender and request a new certification for MSU Law. We will certify your loan once your lender contacts us. If you have any questions about the financial aid process for transfer students, please contact MSU Law's Office of Financial Aid at finaid@law.msu.edu or 517-432-6810.

BACCALAUREATE DEGREE REQUIREMENT

MSU Law requires that each entering student possesses a baccalaureate degree prior to beginning their legal studies. Therefore, each entering student must arrange for the Office of Admissions at MSU Law to receive an official transcript showing the graduation/conferral date. This transcript should be on file with LSAC and sent to MSU Law as part of the CAS Report when applying as a transfer student. However, if it is not, the transcript must be sent from the undergraduate institution directly to LSAC. MSU Law must have the transcript on file on or before the week prior to the first day of the semester in which a student begins their studies here.

Please note: This document was updated in August of 2019. However, all information is subject to change and the most up-to-date information will be provided at the time of admission.

