

Law Co-op Regulations

1. The University Regulations with respect Co-operative Education Programs are applicable to the Faculty of Law Co-op program except to the extent that they are modified by regulations adopted by the Faculty of Law, and approved by Senate.
2. Students who have completed first year law at the University of Victoria are eligible to enroll in Law Co-op. Students who have received advance standing credit at the University of Victoria for first year law are eligible to enroll in Law co-op but they will be placed at the end of the wait-list where the Law Co-op Program is oversubscribed.
3. A student who registers in the Law Co-op Program must satisfactorily complete a minimum of three Co-op Work Terms in order to receive a Co-op designation on their transcript. Students are not permitted to obtain credit for any of their Co-op Work Terms on the basis of work experience obtained prior to enrollment in the Faculty.
4. Co-op Work Terms shall normally alternate with academic terms. With the permission of the Law Co-op Co-ordinator [hereinafter referred to as the Co-ordinator] a student may be permitted to enroll in a maximum of two consecutive Co-op Work Terms or two consecutive academic terms.
5. The performance of students registered in a Law Co-op Work Term shall be graded on the basis of COM, N or F.
6. The requirements for a pass grade in a Co-op Work Term include:
 - a) Completion of at least 13 weeks of employment;
 - b) A satisfactory evaluation of the student's performance in the Co-op Work Term by the Law Co-op Co-ordinator; and
 - c) Submission by the student of a satisfactory Co-op Work Term report.

A student who does not fulfill these requirements shall be given an "F" or "N" grade.

7. A failed work term will normally result in the student being required to withdraw from the Co-op program.
8. Where there are reasonable grounds to believe that the conduct or lack of competence of a law student enrolled in the Law Co-op Program has adversely affected or may adversely affect the interests of an employer or the Law Co-op Program, the Dean or Co-ordinator may require a student to withdraw temporarily from a Work Term or from Law Co-op pending the receipt of a report on the conduct or lack of competence of the student.

9. Where the Dean or the Co-ordinator has required a student to temporarily withdraw and has not reinstated the student within a reasonable period of time, the Faculty members of the Co-op Committee, after giving the student an opportunity to be heard, shall consider whether the temporary withdrawal should be lifted or made permanent.
10. The Faculty members of the Co-op Committee may reinstate the student or, if they are satisfied that the student's conduct or lack of competence has adversely affected or may adversely affect the interests of an employer or the Law Co-op Program, they may require the student to withdraw permanently from a Work Term or from Law Co-op.
11. Where a student is required to withdraw from the Law Co-op Program, a grade of N shall be entered on the student's academic record and transcript.
12. A student may withdraw from Law Co-op before the first Work Term registration without a withdrawal appearing on the student's transcript. If a student withdraws from Law Co-op at any time after registration in the first work term a withdrawal will be entered on the student's transcript.
13. Where a student is registered in a Law Co-op Work Term and the student has commenced employment with an employer, the student will only be permitted to withdraw from the Work Term with the consent of the Co-ordinator. Withdrawal from such a Work Term without the Co-ordinator's consent, may result in the student being required to permanently withdraw from the Law Co-op Program. If the Co-ordinator consents to the withdrawal, the registration in that work term shall be cancelled. If the cause of the withdrawal is not attributable to the student, the Co-ordinator may recommend refund to the student of the fee for that Co-op Work Term.
14. Students with concerns related to the Co-op program or requests for authorization to change their Program shall first consult with the Co-ordinator.
15. If a student is not satisfied with a decision of the Co-ordinator, the student may appeal the decision in writing to the Faculty members of the Co-op Committee. The Faculty members of the Co-op Committee shall consider appeals from students. The Faculty members shall request written submissions from the student and the Co-ordinator and may invite the student [and the Co-ordinator] to make oral submissions to the Committee. The Committee shall communicate their decision in writing to the student and the Co-ordinator in a timely fashion.
16. If the student or the Co-ordinator is not satisfied with the decision of the Co-op Committee, the student or the Co-ordinator may appeal the decision of the Committee to the Director, Co-operative Education Program.

17. If the student is not satisfied with the decision of the Director, Co-operative Education Program the student may appeal to the Senate Standing Committee on Appeals, the where the matter under appeal falls within that Committee's jurisdiction. This Appeal process is governed by the Regulations on Appeals in the University Calendar, *Avenues of Appeal and Redress*. Decisions of the Senate Committee on Appeals are final and may not be appealed to the Senate.