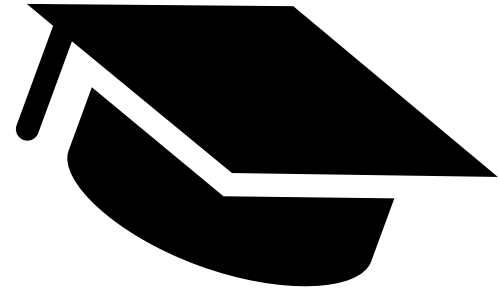


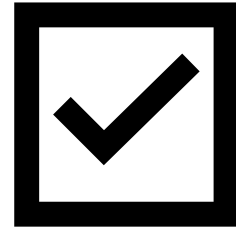


Preparing to Graduate



Toni Landis, Law Registrar
Megan Zurbriggen, Associate Director, OCPD

Preparing to Graduate



- Final Academic Reminders
 - ULWR, Experiential Learning, Non-Law Courses & Pass/Fail
- Key Dates, How-tos, and To-dos
 - Hooding details
 - Camp Randall details
 - Apply to Graduate, Diplomas, Transcripts, & GPA
 - Curricular Concentrations
- Diploma Privilege & Bar Information
- Pro Bono Information
- OCPD and Post-Graduation Expectations



Final Academic Reminders



Upper-Level Writing Requirement (ULWR)

Student Handbook Sec. 4.4.2



- *Temporary grades are due **May 17**.*
 - Confirm with your instructor that you are making satisfactory progress toward this requirement by this date.
- **ULWR must be complete and confirmed by May 28.**
 - Prior to swearing-in!

Unsure if you submitted your form? Check *My Student Info* page – email me: tllandis@wisc.edu

Experiential Learning Requirement

Student Handbook Section 4.4.2



- 6 credits
- Most have this complete, but if you are taking Lawyering Skills or something else to get you to 6 credits, be sure you are going to pass. 😊

Non-Law Classes

Student Handbook Section 2.5

- Must receive a “B” or better

Pass/Fail Option Chart



Law School letter grade reported by instructor	Grade recorded on transcript if use Pass/Fail Option	Factored into your GPA?	Counts as one of your two Pass/Fail Options
B+, A-, A or A+	B+, A-, A, or A+	Yes	Yes
C, C+, B-, or B	S	No	Yes
F, D-, D, D+, or C-	F, D-, D, D+, or C-	Yes	Yes

Recorded grades are factored into the GPA and count as graded credits for The Order of the Coif & Dean's List eligibility



Key Dates, How-tos, & To-dos





Important Dates

- **May 9:** Law School Open House
 - 4-6 pm
 - UW Law School, Atrium
- **May 10:** Hooding Ceremony
 - 1 pm
 - Monona Terrace Convention Center
- **May 11:** Camp Randall Ceremony
 - 12pm
- **May 29:** Wisconsin Bar Admission Ceremony/Swearing-in
 - time/location to be determined in April
 - you are allowed TWO guests



Hooding Ceremony Details, May 10

- Review & Register at the website: <https://law.wisc.edu/commencement/>
- Cap & Gown
- All guests welcome
- events@law.wisc.edu contact with questions

Camp Randall Ceremony Details, May 11

- Review website: <https://commencement.wisc.edu/>
- Cap & Gown
- All guests welcome
- You must “Apply to Graduate” by March 29 (OOPS) to get your name in the program – [email from me?](#)
- You can edit FERPA settings in Student Center via MyUW by selecting the “Profile” tile.



Apply to Graduate

- Apply to Graduate through your Student Center
 - Instructions: <https://kb.wisc.edu/registrar/4128>
 - The commencement ceremony referenced is @ Camp Randall
- Verify your name
 - <https://registrar.wisc.edu/applyforgraduation/>
 - scroll down for instructions & info on “legal name” vs. “name in use”
 - The University Registrar can add accents/diacritics to a degree name that will be used on the diploma. Email the University Registrar at registrar@em.wisc.edu. It must match your primary/legal name in the student record system.
- Verify your mailing address – **post-graduation**; diplomas may be mailed as late as July



Diplomas & Degree Posting

Student Handbook Section 4.13.7

Diplomas are sent by the University Registrar

- Clear all holds
- Diplomas are sent to the address you enter when you “Apply to Graduate”
- Degree will appear on OFFICIAL transcript and diploma
 - Concentrations do **not** appear on transcript or diploma
- Conferral date will be May 12, 2024



Transcripts

Student Handbook Section 4.13.8

Official UW transcript - obtained through University Registrar at <https://registrar.wisc.edu/transcript/>

- No charge for official transcripts
- You are responsible for sending your transcript to the BBE
- **Official transcript** includes degree conferral date & honors (Dean's List/Latin designations) but does not have Law School GPA
- **Unofficial transcript through OCPD** includes Law School GPA but does not confirm degree conferral date or list honors



Academic Honors

Student Handbook Sections 4.13.5 & 9.7

Graduation Honors - appears on official transcript

*May & August 2024 graduates:

3.45-3.69 *cum laude*

3.7-3.89 *magna cum laude*

3.9-4.3 *summa cum laude*

Dean's Academic Achievement Award – 3.45 & above

Order of the Coif

Top 10% of Dec 2023, May 2024, & Aug 2024 combined class

*Must have 68 graded credits (last year's gpa was 3.66)

Class Standing Tables will be updated in June



Curricular Concentrations

Student Handbook Section 2.2.5

- Different than certificates
- <https://law.wisc.edu/academics/certificate-programs/>
(this link goes to the Concentrations - Scroll down)
- Have you confirmed your courses with the faculty advisor?
- Fill out the form circulated via email (coming soon)
 - make sure your mailing address is one that will reach you in June/early July.
- If eligible for honors, indicate on the form



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Diploma Privilege & Bar Information



Wisconsin Diploma Privilege

Student Handbook Section 4.6

- **Swearing-in: May 29 – TWO** guest limit
- Files **MUST** be deemed complete by **May 10** to participate in swearing-in
- The [WI Board of Bar Examiners \(BBE\) handout](#)
- Final deadline for May 2024 graduates is July 1, 2024
- You are responsible for requesting your official transcript be sent to the BBE
- Call BBE with any questions: (608) 266-9760
- Deadline for **August grads**: Oct 1, 2024
- Deadlines for **Dec grads**: July 15 for discount; Feb 1 is final



Certifications for Bar Admission

Student Handbook Section 4.7-12



- **Wisconsin Bar:** The Law School submits the Dean's Certificate (confirmation of degree earned/complete). You do not need to request this certification.
- **U.S. District Court for the Western District of WI:** Complete online application by **Friday, May 24:**
<https://www.wiwd.uscourts.gov/attorney-admissions>
 - This swearing-in takes place after the BBE and you must participate in the BBE swearing-in to be sworn in the Western District
- **States other than Wisconsin:** All Character & Fitness and JD certifications go to Toni Landis, Law Registrar: registrar@law.wisc.edu

Note: Official Transcripts must be ordered from the University Registrar (<https://registrar.wisc.edu/transcript/>)



Bar Applications

Student Handbook Section 4.12

- If you are planning to take a bar exam out of state, you need to be registering **now** – deadlines vary by jurisdiction and some have passed.
- Missing a filing deadline means you will not sit for that bar exam.
- If you have questions, please reach out to me so we can get you information.
- A note about the MPRE.



Pro Bono Program

Student Handbook Section 13.4

—
If you've done pro bono work during law school, you may be eligible for the Pro Bono Honor Society

- 50 / 100 hours
- Hours earned while **in** law school
- Log in Symplicity by **April 12**
- Subject to verification
- Indication in graduation program and chord
- Reach out to Lindsay Slaker with questions



OCPD Last Steps

- Meet with advisor on your post-grad job search

We can also help with job negotiations!

- ABA Required Graduation Survey

Fill it out – you'll get less emails from us (hooray)

- Required 3L Exit Interviews

For those seeking a post-grad job, please schedule by April 12



Remember to check:

1. Is your Excel reflective of your work to this point?
2. Is your Upper-Level Writing Requirement documentation submitted and confirmed?
3. Are your 6 credits of Experiential coursework confirmed?
4. Is your paperwork for non-law classes submitted?
5. Are you reading your email carefully for updates/information/requests from Law School administration?
6. Are you reading bar application directions carefully and following the steps as outlined?



Questions?

tllandis@wisc.edu

megan.zurbriggen@wisc.edu



Links to Bookmarks

Student Handbook: <https://law.wisc.edu/studenthandbook/>

Law School Academic Forms: <http://law.wisc.edu/current/forms.htm>

Class Standing/Ranking Tables:

https://law.wisc.edu/career/new_grading_system.html#class_standing

Law School Commencement website:

<https://law.wisc.edu/current/commencement/>

UW Law Pro Bono Program: <http://law.wisc.edu/probono/>

Transcripts: <https://registrar.wisc.edu/transcript/>