

OUC-UA COOPERATIVE PROGRAM

Student Handbook

2019, 2020, 2021, & 2022 Cohorts

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Program Progression and Graduation Requirements for the B.A. in Law at UA – OUC

Welcome to the OUC-UA Cooperative Program! We are thrilled to have you join us as you pursue your dual degree in Law. Students in the dual degree program will receive a B.A. in Law from both OUC and the University of Arizona, providing unique opportunities for pursuing graduate school or exciting career goals. The UA James E. Rogers College of Law is recognized as one of the top law schools in the U.S. Our UA faculty at OUC are outstanding instructors who care deeply about sharing knowledge with their students. They look forward to getting to know each of you as you move through the program.

This guide provides some useful information about the progression and graduation requirements for the UA B.A. in Law portion of the program.

Structure of the Program

The first two years of your program focus mostly on OUC coursework and intensive English study. In the last two years, you will focus more on your UA coursework. Your UA classes will count towards your OUC degree, and your OUC classes will count towards your UA degree. You will need to take all of the OUC classes in the Cooperative Program's articulation plan **and earn a grade 60 or higher in each OUC class** to receive UA credit for your UA degree.

Please note that the date for adding or withdrawing from a class without penalty depends upon the specific course. Please use this [link](#) to verify the drop/add dates for your courses. You will need to select certain information from the dropdown menus to obtain the correct information. For example, if you want to verify dates your LAW 401-501 class for Fall 2022, you would do the following:

- For "Calendar," choose "Non-Standard Class Dates."
- For "Term," choose "Fall 2022."
- For "Career," choose "Undergraduate."
- For "Subject," choose "LAW."
- For "Course," choose the correct course number (i.e., "401").
- For "Section," choose the correct course section (i.e., "501").

To review the drop/add policies, please use this [link](#).

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Progression Requirements

All OUC-UA Cooperative program students begin their UA studies as non-degree seeking students. After the end of your fourth semester of study, you will be reviewed for degree-seeking status. This is a very important step. If you do not become a degree-seeking student by this time, you will be behind in your coursework and risk having to extend your studies by one or more semesters.

In order to progress in the Cooperative program to become a UA degree-seeking student, you will need to meet two criteria:

1. Achieve a 2.0 grade point average in all coursework: OUC and UA courses combined
2. Demonstrate English proficiency

To demonstrate **English proficiency** for the **BA in Law program**, you need to fulfill **ONE** of the following:

Earn **at least a C** in Advanced English I & II. Since these two courses are required for the UA degree, you should earn a C or higher in both of these courses to avoid having to complete a separate English proficiency exam. If you do not earn a C or higher in both of these courses, you will need to have an alternative proof of English proficiency, which are listed below.

- [CEPT Exam](#) score of 110
- TOEFL score of 79
- IELTS score of 6.5
- Duolingo score of 105
- Other options are available at: <https://everywhere.arizona.edu/english-proficiency>

Please note: Students are permitted to apply a maximum of 15 credits earned while in non-degree seeking status toward the UA degree. If you cannot progress to become a degree-seeking student after Semester 4, the amount of UA credits you complete in Semester 5 (or beyond) will be above the 15 credit non-degree seeking limit. If this happens, any credits/courses you complete during Semester 5 (or beyond) as a non-degree seeking student will need to be repeated once you have degree-seeking status if you earned a C or lower in those credits. If you earned an A or B in those credits, you **cannot** repeat them, and you must take (and pay for) additional credits that you have not already completed. This typically results in one or more additional semesters to earn your degree.

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Graduation Requirements

Whether at Qingdao in the OUC-UA cooperative program, at UA's main campus in Tucson, Arizona, or at another global microcampus, all students must meet the same requirements to graduate with a B.A. in Law from University of Arizona. These requirements are listed below.

1. **Writing Requirement:** All students must pass the English Composition courses English for Foundations Writing for English as an Additional Language Students I, and Advanced English I & II.
2. In addition, **students must demonstrate mastery of English writing in one of the following ways:**
 - a. Students earning a "B" or better in Advanced English II must complete one LAW writing emphasis course with a "B" or better. LAW emphasis writing courses for UA-Qingdao students include: Law 402A, Law 402B, or Law 407.

OR

- b. Students earning a "C" or **worse** in Advanced English II must complete two LAW writing emphasis courses and earn a "B" or better in one and a "C" or better in the other. LAW writing emphasis courses for UA-Qingdao students are: Law 402A, Law 402B, or Law 407.
3. **Students must have at least an overall GPA of 2.0 in their UA courses.** Students can check their UA GPA at any time by logging into the Student Center on UAccess. (<https://www.uaccess.arizona.edu>).
4. **Students must earn a score of 60 or higher in any OUC course they intend to count towards their UA degree.**

*****Students should not complete the graduation application, even if they receive an email from Graduate Services about graduation. Students do not need to pay for the graduate candidacy fee unless they are on Main Campus.*****

Enrollment Verification

If students need to show enrollment verification prior to obtaining their physical UA diploma, a verification document can be obtained through UAccess. Instructions on how to obtain this document can be found at: <https://registrar.arizona.edu/records-enrollment/transcripts-verifications/verifications>

Alternatively, the instruction document can be directly accessed at:

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<https://it.arizona.edu/sites/default/files/Student%20Center%20-%20Request%20Enrollment%20Verification.pdf>

Repeating a UA Course

There are two ways students can retake a UA course to attempt to increase an unsatisfactory grade:

1. GRO – Grade Replacement Option

Students can use a [Grade Replacement Option \(GRO\)](https://www.registrar.arizona.edu/academics/grade-replacement-opportunity-gro) (<https://www.registrar.arizona.edu/academics/grade-replacement-opportunity-gro>) and retake a class in which they received a poor grade (e.g., C, D, or E only). By using a GRO, the original grade a student received in a class will be completely replaced by the grade they receive when they take the class a second time. A student can use **no more than 3** GROs over the course of their studies to increase a specific course grade and increase their GPA.

2. Course Repeat Policy

Students can repeat (**without using a GRO**) any UA course **no more than once** (i.e., you can take the same class twice only). If it is necessary for you to take a UA course a second time, the grade you earned the first time will be averaged with the grade you earn the second time. Please use this [link](https://catalog.arizona.edu/policy/repeating-course) to review the complete Course Repeat Policy. (<https://catalog.arizona.edu/policy/repeating-course>).

****All UA courses can only be taken up to 3 times with approval from the academic department.****

GPA Requirements and Academic Eligibility

[The University of Arizona monitors student's grade point averages through a process called Academic Eligibility. Academic eligibility is the ability to enroll in courses at the University of Arizona; it is automatically calculated at the end of each Fall and Spring semester. The policy is designed to help undergraduates stay on track for degree completion at the University of Arizona.](#)

[Please read the information found here to learn more about the Academic Eligibility process and how to check your own eligibility status. It is important that you understand Academic Eligibility.](#)

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Standards for specific programs, schools, and colleges are determined by each program, school, or college. After the third enrolled term, programs, schools, and colleges may require a program change (RPC), if sufficient academic progress has not been made in the current major (particularly if a grade point average is below a 2.0 for three consecutive terms). **Global Microcampus students are not permitted to change majors, which means students in Ineligible status will be removed from the dual-degree program entirely unless an appeal is submitted, accepted, reviewed, and granted.**

When a student's grade point average falls below a 2.0, UAccess will generate the number of units of grades of B a student needs to get to a grade point average of 2.0. This is referred to as the "units of B needed to reach a 2.0." As the number of units of B gets larger, it becomes more difficult for a student to reduce the number and therefore raise their GPA beyond the 2.0 minimum threshold needed to graduate from the University of Arizona. At a certain point, a student will reach more units of B needed to raise their GPA than the number of classes remaining to complete their degree and, at this point, it is no longer possible for the student to graduate.

UA Grading System

Additional information about how to calculate the UA GPA is available online at:

<https://catalog.arizona.edu/policy/grade-point-average-gpa-calculation-or-averaging-grades>

University policy regarding grades and grading systems is available at:

<http://catalog.arizona.edu/policy/grades-and-grading-system>

UA Policies and Code

Code of Academic Integrity

Integrity and ethical behavior are expected of every student in all academic work. This

Academic Integrity principle stands for honesty in all class work, and ethical conduct in all labs and clinical assignments.

Students engaging in academic dishonesty diminish their education and bring discredit to the academic community. Students shall not violate the Code of Academic Integrity and shall avoid situations likely to compromise academic integrity. Students shall observe the generally applicable provisions of this Code whether or not faculty members establish special rules of academic integrity for particular classes. Students are not excused from complying with this Code because of faculty members' failure to prevent cheating

Multiple violations of this Code may subject students to additional sanctions, including suspension or expulsion at the discretion of the Academic Dean or his/her designee.

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The following is a list of prohibited conduct. More detailed information can be read at <https://deanofstudents.arizona.edu/policies/code-academic-integrity>.

1. Cheating, fabrication, facilitating academic dishonesty, and plagiarism as set out and defined in the Student Code of Conduct, ABOR Policy 5-308-E.11, and F.1
2. Submitting an item of academic work that has previously been submitted or simultaneously submitted without fair citation of the original work or authorization by the faculty member supervising the work.
3. Violating required disciplinary and professional ethics rules contained or referenced in the student handbooks (hardcopy or online) of undergraduate or graduate programs, or professional colleges.
4. Violating discipline specific health, safety, or ethical requirements to gain any unfair advantage in lab(s) or clinical assignments.
5. Failing to observe rules of academic integrity established by a faculty member for a particular course.
6. Attempting to commit an act prohibited by this Code. Any attempt to commit an act prohibited by these rules shall be subject to sanctions to the same extent as completed acts.
7. Assisting or attempting to assist another to violate this Code.

A complete list of university policies, including the **Student Code of Conduct**, is available at: <https://deanofstudents.arizona.edu/policies/policies>.

Accessibility and Accommodations

At the University of Arizona, we strive to make learning experiences as accessible as possible. If you anticipate or experience barriers based on disability or pregnancy, please contact Office of International Education at oiie@arizona.edu for information on how to work with UA's Disability Resource Center (DRC) to establish reasonable accommodations.

FAQS

What can I do if my UA GPA is below 2.0?

You need to raise your GPA to at least a 2.0 in order to graduate with a B.A. in Law from UA. The first way to raise your GPA is to use a Grade Replacement Option (GRO) and re-take a class in which you received a poor grade. You can use up to 3 GROs over the course of your studies to increase your GPA. The second way to raise your GPA is to take additional UA classes, though this takes longer to significantly raise your GPA.

What happens if I can't meet the English proficiency requirement on time?

You have two options if you do not meet the English proficiency requirement before the 5th semester of study. Your first option is to continue to take UA classes as a non-degree seeking student and move forward with just the OUC LLB degree. If that happens, you will not obtain a degree from UA.

Your second option is to meet the English Requirement as quickly as possible, using any of the means accepted for English proficiency (see above), become a degree-seeking student, and then re-take some of the UA courses that you took as a non-degree seeking student. For this option, you should talk with your UA advisor or the Director of the program.

What if I haven't met the Writing Requirement?

You need to meet the writing requirement by re-taking course(s) in which you have low grades in order to meet the grade requirement that satisfies the writing requirement. For this option, you should talk to your UA advisor or the Director of the program.