



**CIVIL LITIGATION/DISPUTE RESOLUTION
CONCENTRATION REQUIREMENTS WORKSHEET**

The information that follows is an abbreviated version of the requirements for completion of the Civil Litigation/Dispute Resolution Concentration at the School of Law. Please consult the Academic Rules for complete rules. The information contained below must be verified by the Concentration Director. A communication noting significant discrepancies or problems, if any, will be sent via email to your Pace Law School email account and a copy will be placed in your file. **OBTAIN THE SIGNATURE OF THE CONCENTRATION DIRECTOR BEFORE SUBMITTING THIS FORM TO THE REGISTRAR'S OFFICE. THE FORM IS DUE NO LATER THAN SIX (6) WEEKS AFTER THE DATE OF THE LAST FINAL EXAMINATION OF THE REGULAR EXAMINATION PERIOD IN THE SEMESTER IN WHICH THE STUDENT EXPECTS TO GRADUATE.**

Name: _____

Anticipated Graduation Date: _____

Student ID U#: _____

Phone: _____

E-Mail Address: _____

IN ORDER TO RECEIVE ABOVE-NAMED CONCENTRATION FROM THE SCHOOL OF LAW YOU MUST:

	Requirement	Comments
1.	<p>MEET WITH CONCENTRATION DIRECTOR: Within six (6) weeks of the end of the regular examination period in the semester in which you have completed all of the courses needed to satisfy the requirements of the Concentration, please complete this form and meet with the Concentration Director. The signature of the Concentration Director at the end of this form constitutes the Concentration Director's good faith determination that you either have completed or are scheduled to complete all of the requirements for the Concentration, subject to final verification by the Academic Dean and/or Registrar. You are welcome, but not required to, meet with the Concentration Director at other times.</p>	
2.	<p>COMPLETE WORKSHEET: Ordinarily, students should submit this Concentration Requirements Worksheet no later than six (6) weeks after the end of the regular examination period in the semester in which the student expects to graduate. In the exercise of sole and absolute discretion, the Academic Dean may make reasonable extensions to this deadline.</p>	
3.	<p>REQUIRED COURSES FOR ALL CONCENTRATORS: To complete the Civil Litigation/Dispute Resolution Concentration, a student must complete the following 5 courses. Please indicate the semester (e.g., fall/spring) and year in which you did take or are planning to take the course and the grade received (if the course already taken; if you are currently taking the course, write "N/A" for grade):</p> <p>a. Evidence Semester: _____ Year: _____ Grade: _____</p> <p>b. Lawyering, ICN, OR Negotiation (circle the course you took) Semester: _____ Year: _____ Grade: _____</p> <p>c. Pre-Trial Civil Litigation Simulation OR E-Discovery (circle the course you took) Semester: _____ Year: _____ Grade: _____</p> <p>d. Trial Advocacy Semester: _____ Year: _____ Grade: _____</p> <p>e. One of the following (circle the course(s) you took):</p> <ul style="list-style-type: none"> • Survey of Dispute Resolution Processes • Mediation Seminar and Commercial Arbitration Law and Practice • Environmental Dispute Resolution • International Commercial Arbitration <p>Semester: _____ Year: _____ Grade: _____</p>	

4. ELECTIVE COURSES: All students must take at least 2 of following electives, totaling at least 6 credits. **Note that no course may be used as both a Required Course and an Elective.**

Please check off the box in front of the name of each course that you intend to apply toward satisfaction of the Concentration requirement. Please also indicate the number of credits allocated to the course, the semester (e.g., fall/spring) and year in which you did take or are planning to take the course, and the grade received (if the course already taken; if you are currently taking the course, write "N/A" for grade):

		Number of Credits	Semester	Year	Grade	Comments
<input type="checkbox"/>	Administrative Law					
<input type="checkbox"/>	Advanced Appellate Advocacy					
<input type="checkbox"/>	Advanced Civil Procedure: E-Discovery					
<input type="checkbox"/>	Advanced Civil Procedure Seminar					
<input type="checkbox"/>	Advanced Trial Advocacy					
<input type="checkbox"/>	Civil Rights Litigation					
<input type="checkbox"/>	Collaborative Law					
<input type="checkbox"/>	Commercial Arbitration Law and Practice					
<input type="checkbox"/>	Environmental Dispute Resolution					
<input type="checkbox"/>	Federal Judicial Honor Externship					
<input type="checkbox"/>	Guided Externship: Litigation or DR Placement					
<input type="checkbox"/>	International Commercial Arbitration					
<input type="checkbox"/>	Lawyering					
<input type="checkbox"/>	Mediation Seminar					
<input type="checkbox"/>	Mediation Practicum					
<input type="checkbox"/>	Negotiation					
<input type="checkbox"/>	New York Practice					
<input type="checkbox"/>	Pre-Trial Litigation Simulation					
<input type="checkbox"/>	Skills Workshop: Arbitration Advocacy					
<input type="checkbox"/>	Skills Workshop: Damages					
<input type="checkbox"/>	Skills Workshop: Depositions					
<input type="checkbox"/>	Skills Workshop: Experts					
<input type="checkbox"/>	Skills Workshop: Forensics					
<input type="checkbox"/>	Skills Workshop: Jury Selection					
<input type="checkbox"/>	State Judicial Externship					
<input type="checkbox"/>	Survey of Dispute Resolution Processes					
<input type="checkbox"/>	Such one or more other courses as may be designated from time to time by mutual agreement of the Concentration Director and the Academic Dean					

6.	<p>CAPSTONE OR SKILLS COURSES: All students must take 1 of the following Capstone or Skills courses. Please indicate the semester (e.g., fall/spring) and year in which you did take or are planning to take the course and the grade received (if you are currently taking the course, write "N/A" for grade):</p> <p>a. Disability Rights Clinic: Semester: _____ Year: _____ Grade: _____</p> <p>b. Environmental Law Externship: Semester: _____ Year: _____ Grade: _____</p> <p style="padding-left: 40px;">Business Name of Placement for Externship:</p> <p style="padding-left: 40px;">_____</p> <p style="padding-left: 40px;">Was externship litigation or dispute resolution-related?</p> <p style="padding-left: 40px;">YES: _____ NO: _____ (CHECK ONE)</p> <p>c. Environmental Litigation Clinic Semester: _____ Year: _____ Grade: _____</p> <p>d. Family Court Externship: Semester: _____ Year: _____ Grade: _____</p> <p>e. Immigration Justice Clinic Semester: _____ Year: _____ Grade: _____</p> <p>f. Investor Rights Clinic: Semester: _____ Year: _____ Grade: _____</p> <p>g. Legal Services Externship (civil litigation placement): Semester: _____ Year: _____ Grade: _____</p> <p style="padding-left: 40px;">Business Name of Placement for Externship:</p> <p style="padding-left: 40px;">_____</p> <p style="padding-left: 40px;">Was externship litigation or dispute resolution-related?</p> <p style="padding-left: 40px;">YES: _____ NO: _____ (CHECK ONE)</p> <p>h. Neighborhood Justice Clinic: Semester: _____ Year: _____ Grade: _____</p>	
7.	<p>GPA REQUIREMENTS: In order to qualify for the Civil Litigation/DR Concentration, you must achieve an average of B or better in all Concentration courses, with no grade below a C, and maintain an overall GPA of 2.5 or better.</p> <p>a. GPA in Concentration courses only: _____ (calculate current GPA within Concentration courses, if all not yet completed)</p> <p>b. Did you receive a grade below a C in any Concentration course?</p> <p style="padding-left: 40px;">YES: _____ NO: _____ (CHECK ONE)</p> <p>c. Overall GPA: _____</p>	

Reminder: No Concentration may be awarded without receipt of final grades and successful completion of all Concentration requirements as certified by the Concentration Director and the Academic Dean and/or Registrar. For that reason, any designation of a Concentration at the Law School's graduation ceremony is provisional only.

Student Verification:

<p>The information on this form is true and correct to my knowledge. I acknowledge that I have read and understand the requirements for the awarding of the Certificate as listed in the Academic Rules and Policies, and that I am responsible for meeting those requirements.</p>	
Student's Signature	Date:

Concentration Director Verification:

<p>I confirm that the student has met with me and I have reviewed the information presented on this form by the student. Based on good faith belief that the information contained on this form and prepared by the student is accurate, it appears that the student has satisfied all of the requirements of the Concentration.</p>	
Concentration Director's Signature	Date: