



SCHOOL OF LAW

UNIVERSITY *of* WASHINGTON

STUDENT HANDBOOK

2025-2026

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INTRODUCTION

This handbook serves as a student guide to the academic regulations, policies, and procedures of the University of Washington School of Law (“UW Law”). This handbook also provides information about University of Washington and UW Law support resources and programs.

All questions regarding this handbook should be addressed to lawstudentlife@uw.edu or the Associate Dean for Student Affairs, Terry Price, at tprice@uw.edu. This handbook will be updated at least annually and feedback/suggestions for improvement are welcomed.

NOTE: UW Law is privileged to have students in many different degree programs (JD, Master of Laws, Master of Jurisprudence, Ph.D.). Unless otherwise noted, policies and procedures apply equally to all students at UW Law. Program and degree-specific information is designated as such.

OUR VALUES

At UW Law, we are deeply committed to creating a fair, just and vibrant society, locally and globally.

We believe in the power of a high-quality legal education, not just for the benefit of the individual, but for the countless people each lawyer—including you—will serve during your lifetime.

We are dedicated to creating a safe, welcoming learning environment so that all students thrive.

We are innovative, compassionate, and skilled problem-solvers. Our community looks forward to helping you channel your incredible assets to become leaders in law, business, and public policy.

OUR COMMITMENT TO DIVERSITY

UW Law's longstanding commitment to diversity is an extension of our commitment to excellence. At UW Law, we believe the best legal education integrates legal theory, doctrine and practice that must be delivered by a diverse faculty to a diverse student body. This is evident in the number of alumni who are prominent in the legal profession, many breaking through the barriers of gender, race and ethnicity along the way. Together we can combat the racism and inequities that persist at UW Law and in society.

HONORING PLACE

The University of Washington acknowledges the Coast Salish peoples of this land, the land which touches the shared waters of all tribes and bands within the Suquamish, Tulalip, and Muckleshoot nations.

UW SEATTLE CAMPUS

The UW Seattle campus is a beautiful place and is home to 50,000+ students. Whether you are from the Seattle area or joining the community from abroad, the resources below will help you navigate campus.

- [About the Seattle Campus](#)
- [Campus Map](#)
- [UW Video Tours](#)
- [Indigenous Walking Tour](#)
- [Campus Highlights Guide](#)
- [Campus Dining](#)
- [Study Spaces on Campus](#)

FREQUENTLY ASKED QUESTIONS (FAQS)

What do I need to know to earn my degree? The following are places to look for academic resources:

- If I have a question about my academic program, and I'm a JD student, I should go where?
 - Academic Policies Handbook: <https://law.uw.edu/academic-policies-handbook>
 - Curriculum: <https://www.law.uw.edu/academics/jd/curriculum>
 - Concentrations: <https://www.law.washington.edu/students/academics/concentration/default.aspx>
 - Concurrent degrees: <https://www.law.uw.edu/academics/jd/concurrent-degrees>
 - Clinics and Experiential Learning: <https://www.law.uw.edu/academics/experiential-learning>
 - Journals: <https://www.law.uw.edu/academics/student-journals>
- If I have a question about registration, exams, grades and transcripts, who should I talk to?
 - Academic Services, the Law School Registrar's Office, offers law students academic assistance, coordinates registration, administers exams, posts grades, and much more.
 - Student Page: <https://www.law.washington.edu/students>
- If I have a question about my academic program, such as registration or degree requirements, and I'm a graduate student, I should go where?
 - LL.M. Programs: <https://www.law.uw.edu/academics/llm>
 - Master of Jurisprudence: <https://www.law.uw.edu/academics/mj>
 - Ph.D. in Law: <https://www.law.uw.edu/academics/phd>
- Who do I talk to about academic advising?
 - You can talk to anyone of us to discuss your academic advising and scheduling via Acuity Scheduling Software: <https://app.acuityscheduling.com/schedule/21a74935>
- How do I know what classes are being offered this year?
 - Course Catalogue: <https://www.law.washington.edu/coursecatalog/schedules/default.aspx?v2>

How can I perform the best that I can in law school? The following are places to go for academic success assistance:

- What are all the Academic Success programs for the year? [See Academic & Bar Success \(link\)](#)
- If I have a question about my overall performance, who can I talk to? [See Individual Advising \(link\)](#)
- If I have a question about preparing for the bar exam, who do I talk to? [See Bar Examination Information \(link\)](#)
- If I have a question about disability accommodations for the bar exam, who do I talk to? Contact Disability Resources Access Coordinator, Britt Neff (neffb@uw.edu)

What non-academic opportunities are here for me?

- Who will help me with my resume and job search? [See Center for Career Development \(link\)](#)
- How can I network with the legal community? [See Career Resources \(link\)](#)
- How can I find students with similar interests as me? [See Registered Student Organizations \(link\)](#)
- How do I find non-law school things to do to keep me balanced? [See University Recreation \(link\)](#)

How do I pay for law school?

- If I have a question about financial aid, who do I talk to? [See Admissions and Financial Aid Office \(link\)](#)
- If I have a question about my tuition bill, who do I talk to? [Visit Student Fiscal Services Website \(link\)](#)
- If I need emergency funds, who do I contact? [See UW Law Emergency Support Fund \(link\)](#)

How do I keep myself healthy during the law school experience? Who do I contact?

- If you have a question about adjusting to law school, leaves of absence or mental health referrals, you can talk to our Associate Dean for Student Affairs, Terry Price (tprice@uw.edu).
- If you have a question about adjusting to law school, general student wellness, student leadership or navigating the law school processes, you can talk to Student Life by contacting (lawstudentlife@uw.edu).
- If you have questions about coping with stress or mental health and wellness, you can contact our Mental Health Therapist, Philip Lentz (plentz@uw.edu).
- If you have questions about disability accommodations, you can contact our Disability Resources Access Coordinator, Britt Neff (neffb@uw.edu).

ACADEMIC SUCCESS PROGRAM

ACADEMIC & BAR SUCCESS

From admission to the bar, UW Law's Academic Success Program supports all students on their path to achieving their academic goals. Our comprehensive program equips students with the tools needed to be successful in law school and beyond. Throughout the year, Academic Success hosts a variety of programming on topics like outlining, exam preparation, and the bar exam. Academic Success also hosts weekly sessions for 1Ls starting in the autumn quarter.

You will find all the Academic Success materials, information about upcoming events, and past recordings of our programs, on our Canvas [page](#).

INDIVIDUAL ADVISING

Students that prefer more individualized support are welcome to make an [appointment](#) to meet with either Professor Carrie Sanford, Director of Academic Success, or Mariola Lisewska, Assistant Director of Academic Success. 1L Power Hour

Academic Success will host weekly 1L Power Hour workshops in the Autumn Quarter (Tuesdays at 9:30 a.m. and 11:30 a.m. starting September 23) and in Winter Quarter (Thursdays at 9:30 a.m.) to introduce 1Ls to a variety of effective skills and strategies for law school success. During the workshops, 1Ls will have the opportunity to practice issue-spotting, legal analysis, and exam writing. The workshops will also cover outlining and exam preparation.

PRODUCTIVITY LAB

While most law students can name things they'd like to do better, identification alone does not lead to change. Instead, understanding the requisite skills that underlie peak performance are needed to make steps in the right direction. That's where the Productivity Lab comes in. During weekly meetings over the course of 5 weeks, students will identify and move toward concrete individual goals and try out some new strategies along the way. Carrie Sanford and Phil Lentz will facilitate sessions in the Fall and Winter Quarters. For more information, please email sanfordc@uw.edu or plentz@uw.edu

ACADEMIC SUCCESS FELLOWS

Academic Success Fellows are successful 2L and 3L students who work with the Academic Success team to support students in their learning. Fellows host weekly doctrinal workshops for 1L students beginning the third week of every quarter. These workshops provide 1L students with opportunities to both review and practice applying what they've learned in the classroom. Fellows also hold office hours throughout the year that are open to all students. Please visit the Academic Success Program's Canvas [page](#) for more information.

CONTACT INFORMATION FOR 2025-2026 ACADEMIC SUCCESS FELLOWS

- Soumita Bose, soumitab@uw.edu
- Eli Cooper-West, ecw22@uw.edu
- Emmalee Johnson, emmaleej@uw.edu

- Kate Jung, katej29@uw.edu
- William Kirby, wkirby@uw.edu
- Jacob Swindell, jswin20@uw.edu
- Chloe Young, cyoung34@uw.edu

BAR EXAMINATION INFORMATION

UW Law is committed to supporting students with their bar preparations. We will host specialized programs throughout the year focusing on the NextGen Bar Exam, the Uniform Bar Exam, and the California Bar Exam. This includes offering various workshops throughout the year, courses designed to give students an early start on bar preparation, and a dedicated week of events in early Winter Quarter centered around the bar exam. The bar exam is administered twice a year on the last Tuesday and Wednesday of February and the last Tuesday and Wednesday of July.

BAR-RELATED COURSES

E578 FOUNDATIONS IN AMERICAN LAW TESTED ON THE BAR EXAM (NEXTGEN BAR)

The E578 course ([link](#)) gives students an early start on their NextGen UBE bar exam preparation. The NextGen UBE bar exam will be administered in Washington, along with a handful of other states, in July 2026. The course is offered in both the Winter and Spring Quarters.

B599 SPECIAL TOPICS: PERFORMANCE TESTS (UBE AND CA BARS)

In addition to E578, we will also be offering B599 course ([link](#)), a 1-credit course on the Performance Test in the Spring Quarter designed to provide an early start for students taking the Uniform Bar Exam or the California Bar Exam.

BAR WEEK

Bar Week was created to provide 3Ls and LLM students with all the information required for the bar. Bar Week will take place January 26 – January 31, 2026, and will include a visit from the Washington State Bar Association with application details, a session designed to give specifics on the bar exam and early preparation, and a simulated bar exam.

TYPES OF BAR EXAMS

THE NEXTGEN UBE BAR EXAM

Washington will be one of the first states in the nation to administer the new [NextGen UBE bar exam](#) in July of 2026. The NextGen UBE is a two-day, nine-hour exam divided into three sessions: two three-hour sessions on Day 1 (morning and afternoon) and one three-hour session on Day 2 (morning). Each session follows the same structure: forty standalone [multiple-choice questions](#), two [integrated question sets](#), and one [performance task](#). The subjects

tested for foundational knowledge are Civil Procedure, Contracts, Evidence, Torts, Business Associations (including Agency and Partnership), Constitutional Law (excluding principles covered under Civil Procedure and Criminal Law), Criminal Law and Criminal Procedure (excluding coverage of criminal procedure beyond constitutional protections), and Real Property, with Family Law added beginning July 2028. In addition to these core subjects, the exam also evaluates seven foundational skills — legal research, legal writing, issue spotting and analysis, investigation and evaluation, client counseling and advising, negotiation and dispute resolution, and client relationship management —throughout the different question types.

THE UNIFORM BAR EXAM

Most states currently administer the [Uniform Bar Exam](#) (“UBE”). The UBE is a two-day exam that consists of three components: 200 multiple-choice questions (the [Multistate Bar Examination](#), or MBE), six essays (the [Multistate Essay Exam](#), or MEE), and two Performance Tests (the [Multistate Performance Test](#), or MPT).

THE CALIFORNIA BAR EXAM

The California Bar Exam is a two-day test with both a written component and a multiple-choice component. Day One consists of five essay questions and one performance test. Day Two consists of 200-question multiple-choice questions.

THE MULTISTATE PROFESSIONAL RESPONSIBILITY EXAM

In addition to achieving a passing score on the UBE, almost all states also require a passing score on the [Multistate Professional Responsibility Exam](#) (“MPRE”). Students should plan to take the MPRE sometime during their 2L or 3L year after they have taken the required course, B510 Problems in Professional Responsibility. The MPRE is offered three times each year in March, August, and November.

STATE-SPECIFIC COMPONENTS

States may also require candidates to complete jurisdiction-specific requirements for licensure. For example, Washington requires all applicants to also complete the [Washington Law Component](#) (“WLC”) within 40 months of passing the bar exam. The WLC is an open-book, self-administered exam designed to educate new lawyers in the ways in which Washington law differs from the law tested on the NextGen UBE. Students should wait to take the WLC until after they have passed the bar exam.

Contact information for other jurisdictions can be found [here](#).

FINANCIAL & TIME CONSIDERATIONS FOR THE BAR

Taking a bar exam requires a significant investment of time and money. For the financial component, students need to be aware that there are fees to register to take a bar exam, a fee for the bar exam software, and a fee to enroll in a commercial bar review course. The bar application fee varies by state, so students should visit the state bar website where they plan to take the bar exam. Costs of commercial bar review programs also vary but typically range from \$1,300 - \$2,500+. For those students planning to take the Washington State Bar Exam, you can find more information about the cost of registration [here](#). It is important to note that commercial bar review course

schedules assume that bar takers are not working during the bar preparation period and assign work accordingly. Therefore, advanced planning for the costs associated with the bar preparation period is necessary.

In addition to the financial commitment required to take a bar exam, UW Law students also need to consider when they will begin their bar preparation. UW Law’s quarter system means that Spring Quarter is in session when the commercial bar review programs begin for the July bar. (Commercial bar review courses typically begin their assignment calendar during the second or third week of May.) Therefore, each UW Law graduate planning to take the July 2025 bar should have a plan in place for some early preparation in advance of their Spring Quarter final exams and graduation activities. More details on early preparation will take place during Bar Week, but students are also welcome to make an [appointment](#) to discuss further.

APPLICATION FOR WASHINGTON BAR EXAM

For those students planning to take the Washington bar exam, the application and admissions policies can be found here. Applications dates are below. If you believe that your character and fitness review may take extra time, please apply as early as possible in the cycle (see <https://admissions.wsba.org/getpdfform.action?id=1420>).

Washington Bar Application Dates

Month	Applications Accepted	First Deadline	Late Fee Filing Deadline
July Bar	February 1	March 5	April 5
February Bar	September 1	October 5	November 5

The Washington State Bar Association will visit our campus during Bar Week to provide details on their application process.

For those students that will be applying for testing accommodation, they must submit their request and accompanying paperwork to the WSBA *at least* 80 days prior to the examination date.

For more information, please visit the WSBA’s site [here](#).

INFORMATION FOR LLM BAR TAKERS

UW Law assists LLM students with a first degree in law earned outside the U.S. to understand and navigate the various state bar admission requirements. More information about bar preparation for LLM students can be found [here](#) and on the Academic Success Canvas [page](#) under the Module “The Bar Exam – LLM Requirements.” LLM students can also make an appointment with Assistant Director Mariola Lisewska using this [link](#).

CENTER FOR CAREER DEVELOPMENT

The [Center for Career Development](#) is the central resource for students and alumni as they discover and pursue their professional career goals. We encourage students to explore their passions and help them develop the tools and connections necessary to create the career path they seek and then remain available to work with alumni throughout their legal careers.

The Career Development team includes six attorneys with diverse professional experiences who work closely with students and alumni to explore career options, develop individual job search strategies, prepare application materials, and polish their employer engagement skills. Whether they hope to work in private firms, government, corporate or business environments, judicial clerkships, public service, or less traditional legal careers, the Center for Career Development aims to help all UW Law students gain the experience they need to be successful during and after law school.

Beyond individual coaching, the Center for Career Development has also developed a robust series of events aimed at helping students understand the current legal job market, develop essential career development skills, and learn more about a variety of legal careers. The office organizes regular recruiting and networking opportunities, such as our [On-Campus Interviewing](#) (OCI) and Resume Collection programs, speed networking events, job fairs, receptions, and other opportunities to connect with employers on campus.

Students and alumni can learn more about each of our coaches and schedule an appointment through [12Twenty](#), the Career Development online portal, job board, and events calendar.

CAREER RESOURCES

The Center for Career Development uses [12Twenty](#) to connect students with job opportunities and career-related events, to gather information about students' interests and employment throughout law school, and to schedule appointments with individual coaches. Through the [Career Development Resource Center](#), students also have access to an array of resources to help them explore options, search for jobs, draft application materials and prepare for interviews, identify fellowship and grant opportunities, and more.

Important announcements about events, programming, mentorship opportunities, career fairs and more are also included in our regular newsletters sent to students via email and posted in the [Law Dawgs Resource Center](#).

JD CAREER DEVELOPMENT

Students pursuing a JD typically seek out employment opportunities for each of the two summers during their law school career, and the search for a first summer experience begins not long after school begins. The Center for Career Development has developed 1L Career Foundations series to help first year law students prepare for this process, whether they are hoping to secure a summer associate position at a firm, intern at a legal services organization, apply for diversity fellowships, seek out government work, or anything else. This series focuses on converting a prior resume or CV to a legal resume, drafting cover letters, researching employers and jobs, crafting public service applications, and building networking skills. Additional resources on these and other topics can be found in the [Career Development Resource Center](#).

First year students are required to create and submit a legal resume for review and feedback from one of the Career Development coaches to ensure that when opportunities for their first summer become available, they have the tools they need to create a professional application packet. First year students are also required to schedule an Initial Meeting with a Career Development coach before the end of Autumn quarter to learn about additional resources and opportunities specific to their career interests. Additional information about these requirements are communicated in Orientation and via email to 1L students.

The Center for Career Development strives to offer continuing professional and career development events and workshops for students at each stage of their law school experience and is constantly evaluating the programs offered to meet the changing needs of students. Other events cover the judicial clerkship and post-graduate fellowship application process, legal internships and externships, and help introduce students to a wide variety of legal practice areas open to them.

The office also works closely with employers and attorneys from bar associations and other professional groups to host events where students can connect with them directly and learn more about their career paths and experiences. In addition to our regular Coffee with Counsel series ([below](#)), attorneys from an array of state, local, and federal government offices, high-profile law firms, corporate in-house counsel's offices, non-profits and direct legal services organizations, and other practice settings participate in Career Development events throughout the year. First year law students can also participate in our [Professional Mentor Program](#), connecting with a practicing attorney to help them navigate law school and the legal job search process.

Students can view and register for upcoming events and create alerts for topics of high interest through our online portal, [12Twenty](#). Career Development also sends regular newsletters to students highlighting important upcoming events and professional development opportunities, as well as jobs with upcoming deadlines, so students are encouraged to add lawpath@uw.edu to their "safe sender" list to ensure receipt.

1L CAREER FOUNDATIONS SERIES FOR JD STUDENTS

During Autumn quarter, first year JD students participate in a series of lectures and workshops hosted by the Center for Career Development called 1L Career Foundations. The aim of this series is to help JD students better appreciate the current legal market and various career paths available to them, and to prepare them for the 1L recruiting process. As some employers will begin accepting applications for summer opportunities as early as November and December, the Center for Career Development works closely with students to craft application materials, identify opportunities, and grow their network in order to be prepared whenever the ideal opportunities present themselves.

1Ls are assigned to attend either Thursday morning or afternoon sessions, depending on their assigned small group. Students who are unable to attend a session should contact us at lawpath@uw.edu to inquire about attending the other available session, which will be accommodated whenever possible.

All first-year JD students will also be matched with an individual career coach from the Center for Career Development. Students will meet with their matched coach and have their application materials reviewed by them prior to the end of November.

GRADUATE STUDENT CAREER DEVELOPMENT

The Center for Career Development recognizes that students in our MJ, LL.M., and Ph.D. programs come from a diverse set of backgrounds and have an equally diverse set of career goals. Whether students are seeking careers in more traditional settings such as law or accounting firms or hope to work in legal-adjacent fields such as human resources or compliance, Career Development coaches can work with graduate law students to identify resources available to them and make the connections necessary to succeed in their job search. For students seeking positions with non-legal employers, we also work with UW's main campus [Career and Internship Center](#) to share information about hiring and networking events with these employers that are coordinated through their office.

While many graduate law students come to UW Law with prior professional work experience, understanding the current legal market and legal employer expectations is essential for success. Most Career Development events are open to all students in any program and our events calendar can be viewed through the [online 12Twenty portal](#), but the Center for Career Development also offers several events throughout the year specifically aimed at helping graduate law students market themselves and their particular educational achievements to their desired employers. Students can view and register for upcoming events and create alerts for topics of high interest through our online portal, [12Twenty](#). Career Development also sends regular newsletters to students highlighting important upcoming events and professional development opportunities, as well as jobs with upcoming deadlines, so students are encouraged to add lawpath@uw.edu to their "safe sender" list to ensure receipt.

Recognizing that many UW Law graduate students are studying at UW Law pursuant to a Visa, the Center for Career Development also organizes events aimed at helping those students understand what job and internship opportunities are available to them and how to ensure any work they pursue will be in compliance with the relevant Visa's guidelines. International students should also be in contact with UW's [International Student Services](#) office when considering any kind of work while studying under a Visa, and can take advantage of services offered by UW's main campus [Career and Internship Center](#) such as [Interstride](#) and [GoinGlobal](#).

Many other career resources important to graduate law students can also be found in the [Career Development Resource Center](#).

INTERVIEW PROGRAMS & JOB FAIRS

The Center for Career Development hosts and facilitates a number of job fairs, organized recruiting, and interviewing events throughout the year to create opportunities for students to connect directly with employers about internships, externships, and post-graduation employment opportunities. Coaches also plan events to help students understand what to expect and how to prepare for job fairs and other recruiting events, and our office works with students individually to develop and finalize application materials.

Career Development conducts [On-Campus Interview \(OCI\)](#) and Resume Collection Programs throughout the year, with three sessions in August and October, and two sessions in January. In each session, our office facilitates the posting of available jobs and internships, the collection of application materials, and in the case of OCI we host the initial interviews – whether remote or virtual – with employers. As a member of the National Association for Law Placement (NALP), we require employers and students participating in OCI to agree to NALP's [Principles for a Fair and Ethical Recruitment Process](#). Coaches are available to work with students on their application materials and to prepare for interviews, including conducting mock interviews tailored to the particular type of employer with whom

they will be interviewing. Students are also strongly encouraged to attend events held throughout the year on developing application materials and interviewing skills, and to review the additional resources available through the [Career Development Resource Center](#).

While the Center for Career Development is proud that our OCI Programs attract prominent local, regional and national law firms, many public service employers also participate, particularly during our sessions held in Winter Quarter. Several large governmental employers typically participate in our largest OCI session in August as well.

Students will receive information about upcoming OCI sessions in our regular email newsletters and are encouraged to contact the Center for Career Development at lawpath@uw.edu with any questions about participating in OCI.

In addition to UW Law's OCI Programs, the Center for Career Development participates in or facilitates student participation in a number of job or career fairs hosted by other organizations throughout the year, including the [Oregon Diversity Legal Job Fair](#), the [Washington State Bar Association's Small Town and Rural Practice Hiring Event](#), the [Bay Area Diversity Career Fair](#), [National Public Law School Alliance Recruiting Program](#), the [National Plaintiff's Law Association Job Fair](#), [the Loyola Patent Law Interviewing Program](#), and more. Several additional career fairs and networking events focused specifically on public service and public interest work are organized through the Gates Public Service Law Program ([below](#)) each year.

CAREER-RELATED ACADEMIC ADVISING

Career Development coaches are also available to meet with students to discuss their course selections as it pertains to their career goals. While this office does not provide general academic advising, students may have questions about whether a particular course is important or beneficial for jobs they are considering or they might be weighing whether to accept an externship opportunity, and our coaches can help students appreciate the pros and cons of each with regard to their job prospects. Students can schedule an appointment with an available coach through [12Twenty](#) under the Appointments tab.

COFFEE WITH COUNSEL

Coffee With Counsel is an academic year program that brings legal professionals into small group settings to discuss their own professional paths and answer student questions in an informal and low-pressure environment. These morning sessions usually involve a pair of lawyers in related practice areas and up to fifteen students, and typically last for about 60 minutes – coffee and donuts provided. Coffee with Counsel is typically held up to three times each quarter and because of the limited attendance capacity, advance registration is mandatory. Upcoming events will always be listed on [12Twenty](#) and included in our regular newsletter sent to students via email.

PROFESSIONAL MENTOR PROGRAM

The UW Law [Professional Mentor Program](#) pairs first year JD students with professional legal mentors. Professional mentors and student mentees are paired based on common characteristics such as practice area interests, undergraduate institution, or previous employment experiences. Professional mentors offer guidance and encouragement while facilitating networking and job shadowing opportunities. Professional mentors and student mentees meet several times throughout a calendar year.

JUDICIAL CLERKSHIPS

A judicial clerkship is a highly rewarding and intellectually satisfying job. Judicial clerks sharpen their research and writing skills; they are exposed to a variety of legal issues; and they gain insight into the entire litigation process. The Center for Career Development supports our students and alumni in seeking judicial clerkships through informative events, individual advising, networking opportunities, and application support.

Each year, the Center for Career Development offers a series of timely events that not only help students better understand the job of a judicial clerk but also walks them through the application process and the ways in which applying for these roles differs from other applications. Students interested in learning more about clerkships should review our [Judicial Clerkship](#) page and contact lawclerk@uw.edu to be added to the appropriate clerkship listserv to stay abreast of deadlines and upcoming events.

PUBLIC SERVICE CAREER ADVISING

All students interested in pursuing a career or other opportunities in public service law are encouraged to connect with the Gates PSL Program. “Public service” or “public interest” law commonly refers to work with government entities and non-profit organizations but can also encompass work for private law firms with a public interest mission, as well as pro bono work pursued by for-profit firms. Gates PSL staff is available to help explore options and identify opportunities to get involved in public service both inside and outside of law school, as well as to provide assistance with job search, application materials, interview preparation, employer networking, and other professional development needs. Students should feel free to email the Gates PSL Program at gatespsl@uw.edu, schedule an appointment through [12Twenty](#), or stop by the office in Suite 346.

SOCIAL JUSTICE TUESDAYS

The Social Justice Tuesdays (SJT) series is a weekly lunchtime event hosted by the Gates PSL Program aimed at introducing the UW Law community to a wide range of public interest law topics and providing a platform for traditionally underrepresented communities and issues. SJTs may be led by Gates PSL staff, UW faculty, or registered student organizations, and frequently involve attorneys and other guest speakers from the broader public interest community. Students with ideas for SJT events are encouraged to contact the Gates PSL Program at gatespsl@uw.edu. SJTs are held every Tuesday during the Autumn and Winter Quarters. Lunch is provided for registered attendees. Students can find a list of upcoming SJTs along with other career-related events on [12Twenty](#).

PUBLIC SERVICE CAREER FAIRS & NETWORKING EVENTS

Throughout the year, there are several public service career fairs and networking events that UW Law students are encouraged to attend. UW Law hosts an annual Fall Public Interest Fair on October 21, 2025—a networking event that typically draws more than 30 public service employers from Seattle and Washington State. UW Law also participates in the larger [Northwest Public Service Career Fair](#), scheduled for February 6 and 7, 2026 which includes law students and employers from across the region and both networking and employer interview components. Additional opportunities include the nationwide Equal Justice Works Career Fair ([link](#)), Center for Career Development Spring Reception, Alliance for Equal Justice Summer Public Interest Seminar, Gates Speakers Series, and various other networking and hiring events.

PUBLIC SERVICE GRADUATION REQUIREMENT

All JD students are required to complete at least 50 hours of public service legal work during their second or third year of law school, in a pre-approved course, program, or pro bono project, and under the supervision of a judge, attorney, or otherwise qualified individual. It is preferred that students fulfill this requirement by providing legal assistance to individuals who would otherwise be without access to such assistance. In the context of private law firms and other for-profit employers, only pro bono work for which the client is not charged a fee will qualify. Students can complete this requirement by participating in clinics, public service externships, established UW Law- or student-led pro bono programs, or “community based” pro bono projects arranged with an outside organization or employer. Students will report “community based” pro bono project hours through the Experiential Learning module in [12Twenty](#). More details about the Public Service Graduation Requirement can be found [here](#).

PRO BONO HONORS SOCIETY

The Pro Bono Honors Society is a voluntary honors program for students who provide pro bono service above and beyond the basic public service graduation requirement. To qualify for the Pro Bono Honors Society, JD students must complete at least 50 hours of uncompensated pro bono legal assistance by graduation (at any time during their 1L, 2L, and 3L years), and LLM, MJ, and PhD students must complete a total of 30 hours by graduation. This work generally must be uncompensated (i.e., not directly paid by an employer or funded through a third-party grant or fellowship) and cannot be completed for academic credit. Students can also earn additional distinction or awards for completing higher levels of pro bono service. Members of the Pro Bono Honors Society are recognized at graduation, along with special recognition for 1L students who complete at least 25 hours of qualifying pro bono legal work during their first year of law school.

The Gates PSL Program’s [Pro Bono Honors Society](#) page fully outlines the eligibility requirements and limitations for pro bono work to count towards the Honors Society, levels of pro bono recognition and awards, and the required process and timing for submitting pro bono hours through UW Law’s Experiential Learning module in the [12Twenty](#) system. This page also explains program changes that went into effect in September 2024 and the continuing eligibility of hours completed before this date. Questions about the Pro Bono Honors Society should be directed to the Gates PSL Program at gatespsl@uw.edu.

PRO BONO OPPORTUNITIES

UW Law students have many options to pursue pro bono legal work. Students can pursue pro bono projects coordinated by our student organizations, such as Student Advocates for Immigrant Justice, the Incarcerated Mothers Advocacy Project, and the Environmental Law Society. The Gates PSL Program also has connections with public interest employers throughout the region that are regularly engaged in pro bono work. Students are encouraged to contact Gates PSL staff about identifying pro bono opportunities at gatespsl@uw.edu.

SUMMER PUBLIC INTEREST FELLOWSHIPS

The Gates PSL Program maintains a list of available fellowship and grant opportunities to help students fund summer internships with public interest employers. These include UW Law-specific programs, such as PILA Fellowships and Gates Public Service Summer Awards, as well as many statewide and nationwide fellowship opportunities. The list of available opportunities can be found in the [Career Development Resource Center](#).

POST-GRADUATE FELLOWSHIPS

Post-grad fellowships are usually one- to two-year positions intended to expose new or recent graduates to public interest legal fields, and they are offered across a wide range of settings—including the nonprofit, government, private firm, and academic sectors. Many prominent fellowship programs (such as [Equal Justice Works](#) and [Skadden Fellowships](#)) are “project-based,” enabling students to create their own post-graduate legal service project, but there are also many opportunities with pre-established legal programs.

Gates PSL staff also works closely with students interested in post-graduate public interest fellowship opportunities, including counseling them through identifying available opportunities and helping them prepare application materials. Students interested in learning more are advised to attend Gates PSL Program events offered throughout the academic year and to [meet with](#) a Gates PSL Program or Career Development coach to discuss their interests.

LOAN REPAYMENT ASSISTANCE PROGRAM

The Gates PSL Program also administers UW Law's [Loan Repayment Assistance Program](#) (LRAP), which offers law school loan repayment assistance for new graduates and alumni of UW Law's JD program pursuing public interest legal positions. Each year, several new applicants are selected through a competitive process to receive up to \$15,000 in the form of forgivable loans over a three-year period during which the applicant commits to working in public service. To be eligible, applicants must be graduating from (or a graduate of) UW Law's JD program, must be employed in Washington State, and must hold a qualifying legal position for a qualifying 501(c)(3) non-profit organization or government employer. More information about eligibility requirements and the application process can be found on our LRAP website linked above, and students may direct any questions to the Gates PSL Program at gatespsl@uw.edu.

STUDENT AFFAIRS

STUDENT LIFE

The Office of Law Student Life has a team of dedicated staff to support you in your UW Law School experience including the Associate Dean for Student Affairs, Assistant Director of Student Life, and Mental Health Therapist. If you have general inquiries about various components of your experience, please email lawstudentlife@uw.edu.

Learn more about the team and support provided here: <https://www.law.uw.edu/student-life/student-support>.

CAMPUS COMMUNITY SAFETY

The University of Washington is dedicated to a safe learning, teaching, research, and visitor environment in a diverse community that values compassion and belonging.

The Division of Campus Community Safety leads planning, prevention, response and recovery for the UW through three key emergency and safety response units: [UW Emergency Management](#), [UW SafeCampus](#), and [UW Police](#).

Learn more about the Division of Campus Community Safety here: <https://www.washington.edu/safety/>

NIGHTRIDE SHUTTLE SERVICE

Transportation Services provides a variety of shuttle options for UW Students. NightRide is one of these services and is a fare-free, safe and easy way for U-PASS members to get home at night with stops at UW Tower, Lander Hall, the IMA, and along Stevens Way.

Learn more about Transportation Services Shuttles here: <https://transportation.uw.edu/getting-around/shuttles?ref=www/facilities/transportation/uwshuttles/nr>

SAFECAMPUS

SafeCampus is the University of Washington's violence-prevention and response Program. SafeCampus supports students, staff, faculty and community members in preventing violence.

Learn more about SafeCampus here: <https://www.washington.edu/safecampus/>.

TITLE IX

Title IX and other federal and state laws collectively prohibit discrimination based on sex, sexual orientation, gender, gender expression, pregnant or parenting status, and LGBTQ identity. These laws impose legal requirements and protections that serve as a foundation from which UW has created policies, practices, services, and programs that work in concert to advance equity for students, staff, and faculty of all identities.

Learn more about the Title IX Office here: <https://www.washington.edu/titleix/>.

LGBTQ+

The University of Washington supports a culture of inclusion and has provided protections from discrimination and harassment for individuals based on their sexual orientation long before such rights were recognized by federal or state law.

CIVIL RIGHTS COMPLIANCE OFFICE (CRC)

The University of Washington Civil Rights Compliance Office (CRC) is our community's central resource for preventing and responding to discrimination and harassment based on protected characteristics as well as sexual misconduct. Through the CRC, civil rights case managers are available to assist students, staff and faculty in understanding their options, accessing resources and navigating University processes.

The new Civil Rights Compliance Office will provide care and support for individuals involved in both civil rights and Title IX matters, coordinate the University's response to reports and meet evolving federal regulatory requirements. This new office brings together the existing work of the Office of the ADA Coordinator, Civil Rights Investigations Office, Hearings Office, and Title IX compliance, case management and training into a single integrated team.

Learn more about the Civil Rights Compliance Office here: <https://www.washington.edu/civilrights/policies-and-guidance/civil-rights-laws/>.

To report instances of misconduct, please use the reporting form found here: <https://www.washington.edu/civilrights/making-a-report/make-a-report/>.

RESOURCES

Gender-neutral restroom guidance and locations can be found here: <https://www.washington.edu/titleix/gender-neutral-restrooms/>.

Change your preferred name here: <https://registrar.washington.edu/students/preferred-names/>.

Please review the [Address and Name Change](#) section of the handbook for more information.

Update your gender identity in UW systems for students here: <https://registrar.washington.edu/students/personal-data/gender-identity/>.

SURVIVOR RESOURCES

A person who experiences sex- or gender-based violence, harassment, or discrimination may prefer to be identified as a survivor, a victim, a witness, or by another term.

Support and resources are available to every member of the UW community, at all campuses and locations, whether or not an investigation is requested. If you submit a report via the online Title IX reporting form found here: <https://www.washington.edu/titleix/report/>. Title IX staff will provide information about supportive measures, explain formal and informal options, and provide referrals to additional resources.

UW ALERTS

The University of Washington is committed to keeping the campus community informed during emergencies and situations that might disrupt normal operations.

UW Alert is the University of Washington's emergency alert system, used to share information via email, text messages, loudspeakers, [website banners](#) and the [UW Alert Blog](#).

UW faculty, staff and students in Bothell, Seattle, Tacoma and at UW Medicine can [subscribe](#) to receive UW Alert messages via text and email.

Learn more about UW Alerts here: <https://www.washington.edu/safety/alert/>

COMMUNICATION

UW EMAIL ACCOUNT

Every student at the University of Washington may claim an "@uw.edu" email address. Important messages from the University and UW Law are sent to your UW email address: UWNNetID@uw.edu (where UWNNetID is your actual UW NetID). Additional information can be found at <https://itconnect.uw.edu/tools-services-support/academic-planning/myuw-help-center/access-uw-email/>.

UW provides two cloud-based email services:

UW Exchange Online

[UW Exchange Online](#) is the University of Washington's Microsoft Exchange service providing email, calendar, contacts, and task management. UW Exchange Online is offered as a service of [UW Office 365](#). To forward your email to UW Exchange Online, go to the [UW Email Forwarding page](#) and forward your email to UW Office 365.

UW Gmail

[UW Gmail](#) is the University of Washington's Google service providing email, calendar, contacts, and task management. UW Gmail is offered as a service of [UW Google](#). Go to the [Manage UW Google page](#) to activate the service and set your UW Google password, then [forward your email to UW Google](#).

Note: A login link to the UW email service you are forwarding to appears on [MyUW: Home](#), in the top right corner, with the name **Email**.

More information here: <https://itconnect.uw.edu/tools-services-support/academic-planning/myuw-help-center/access-uw-email/>

CLASS EMAIL LISTSERVS

All students at UW Law are included in a UW Email Listserv used by administration to communicate important information and updates. Each JD class has a listserv, and graduate students are grouped into listservs by degree.

LAW DAWGS RESOURCE CENTER

All UW Law community members are automatically given access to the [Law Dawgs Resource Center \(LDRC\)](#). The LDRC is a Canvas course that is updated regularly to provide space for students, staff, and faculty to share announcements and opportunities within the UW Law community. The LDRC is the place to find information and announcements related to Student Life, Student Programming & Events, Career & Professional Development, Diversity, Equity, Inclusion, Multiculturalism, and Antiracism (DEIMA), Financial Aid & Scholarships, the Gallagher Law Library, and more.

The LDRC Calendar is where you will find information on events happening in the community for students. Student organizations and leaders will post events to this calendar with the help of Student Life staff. If you know of an event that you would like to see on the LDRC calendar, email Student Life.

COMMUNITY NORMS

UW School of Law Community Norms for Cultivating an Inclusive Campus Climate:

<https://www.law.uw.edu/media/142423/dei-community-norms.pdf>.

UW LAW SOCIAL MEDIA TIPS

Constructive use of social networking platforms can help you create and nurture relationships, network and identify work opportunities, and jumpstart your legal careers. But in using social media, it is important to find the right balance between your personal identity and your emerging professional identity.

You are entering a profession where reputation matters a great deal. As you are posting on social media platforms, make sure your posts reflect your personal values and are consistent with how you would interact with others in a face-to-face setting.

UW Law students should consider any implications social media content may have on their prospects for passing the bar's character and fitness evaluation and for future employment and client relationships. Employers are increasingly conducting web searches on job candidates before extending offers. Be sure that what you post today will reflect well on your future self.

Suggestions for social media:

- **Think twice before posting.** Privacy does not exist in the world of social media. Search engines can turn up posts years after they are created, and comments can be forwarded, photographed, and copied. Even deleted posts can exist in perpetuity. If you would not say it at a conference, in a classroom, or to a colleague, consider whether you should refrain from posting it online. If you are unsure about posting something or responding to a comment, step away from your device and take a break before posting. You can also seek guidance from a trusted friend, professor, mentor, or the Office of Law Student Life.
- **Do not engage in cyberbullying.** As a UW Law student, you are expected to hold yourself accountable and practice the highest standards of ethics and integrity.
- **Anonymity is a myth.** Do not assume that anything you do on social media is anonymous. Write everything as if you are signing it with your name.
- **Your audience is everyone.** A presence in the social media world is or can be made available easily to the public at large, at any time. This includes prospective and current employers, colleagues, and clients.

Consider this before publishing to ensure the post or comment conveys respect, dignity, and professionalism for these groups.

- **Maintain privacy.** Familiarize yourself with and use conservative privacy settings regardless of the content on your profile. Practice restraint when disclosing personal information on social networking sites. Familiarize yourself with the terms of service of your social media platform, and the norms of your community. Generally, sharing content posted by others may not be advisable or respectful (and it might be a violation of the terms of service). Reposting content generally signals that you agree with the underlying content.
- **The personal is professional.** There is no way to maintain a social media presence that is not visible to your professional contacts. Employers often search social networking sites during the hiring process. Always consider the professional image you wish to present to your employer, colleagues, and clients. Even images and comments that seem innocuous can diminish the respect and trust that others have for you. Just as illegal conduct, nudity, or consumption of alcoholic beverages are not appropriate behaviors for the workplace, they may also be inappropriate for your social media.
- **Discriminatory harassment and sexual harassment are prohibited.** Be careful about posting anything that might be viewed as discriminating in any way regarding race, ethnicity, religion, gender, gender identity, sexual orientation, and physical/psychiatric disabilities.
- **Be your best self.** You get to choose what you say on social media, and what you say lives forever. Whenever possible, model diplomacy, understanding, and kindness.

OTHER RESOURCES

- A law student's guide to using Social Media right: <https://abaforlawstudents.com/2017/10/23/law-students-guide-to-using-social-media-right/>
- 5 Top Social Media Tips for Law Students: <https://www.lawyer-monthly.com/2019/02/5-top-social-media-tips-for-law-students/>
- How Social Media is Impacting Law Students: <https://www.dmagazine.com/publications/d-ceo/2016/december/how-social-media-is-impacting-law-students-dallas/>

EMERGENCY AID FOR STUDENTS

UW LAW EMERGENCY SUPPORT FUND

Limited emergency support funds are available to all UW Law students via the Office of Law Student Life. Emergency funding is available to students who meet the eligibility criteria outlined below and is made possible by the generous support of UW Law and donors committed to helping students succeed.

To qualify for funding, UW Law students must meet the following criteria:

- Currently enrolled as a full-time student in current quarter classes at UW Law
- Experiencing unexpected financial hardship

Apply for funding with the Emergency Support Fund Request form: <https://forms.office.com/r/460qZV0yLV>

UW EMERGENCY AID

The University's Office of Student Financial Aid also provides funding to assist UW students with unexpected, unavoidable, and unplanned expenses such as accidents, illness, fire/water damage, or a need for emergency housing and food. This funding is not meant to cover tuition and fees, fixed expenses, parking tickets, or non-emergency travel. More information is available at <https://www.washington.edu/emergencyaid/>.

GENERAL QUESTIONS & ASSISTANCE

ADDRESS & NAME CHANGE

Students can update their address through MyUW (<http://myuw.washington.edu/>). Please keep your current address up to date to ensure any written communication arrives in a timely manner.

Information about how to change your name can be found here:

<https://registrar.washington.edu/students/personal-data/names/>

If you change your name, please also inform Academic Services at mylaw@uw.edu so that we can update our database and your student mailroom folder.

FOOD SECURITY RESOURCES

The UW Food Pantry provides UW students, staff, and faculty with supplemental, shelf-stable groceries and seasonal fresh produce for no cost. Anyone with a Husky ID is eligible to receive support. See their website for more information and community resources: <https://washington.edu/anyhungryhusky/get-food/>.

HEADSHOTS

The UW's Career & Internship Center offers free headshots to all registered students. If you need a new headshot, you can visit this office at Mary Gates Hall, room 134. Learn more about the process for headshots at:

<https://careers.uw.edu/professional-headshots/>

HEALTH INSURANCE

The UW does not offer health insurance to domestic students. Domestic students are defined as US citizens, green card holders, DACA recipients and undocumented students. Domestic students are not required to have health insurance by the University. Many international students and graduate student employees are automatically enrolled in UW-provided health insurance.

More information is available here about health insurance options for law students:

<https://wellbeing.uw.edu/medical/insurance-cost/>

IMMUNIZATION REQUIREMENTS FOR STUDENTS

To protect the health and safety of our students, faculty, academic personnel, staff, and broader community, the University of Washington requires all students to be vaccinated against Measles, Mumps, and Meningitis Meningococcal ACWY, with certain exemptions allowed.

If these requirements are not met, students will not be able to register for classes. Students must take responsibility for their own immunizations and requirements.

Learn more about UW Tri-Campus Immunization Requirements here:

<https://wellbeing.uw.edu/medical/immunizations/immunization-requirement/>

TECHNOLOGY

Students at UW Law receive support from both UW Law IT (lawhelp@uw.edu) and UW IT (help@uw.edu). Emailing these offices will result in the creation of a ticket to address your question or issue. If you are uncertain which one to contact, start with Law IT (lawhelp@uw.edu).

Learn more about how UW Law IT and UW-IT support students here: <https://www.law.washington.edu/computing/>.

INTERNATIONAL STUDENT RESOURCES

CURRICULAR PRACTICAL TRAINING/OPTIONAL PRACTICAL TRAINING

Curricular Practical Training is an opportunity for students on F-1 visas to learn practical skills related to their majors while studying at the University of Washington. CPT serves as a work authorization as students engage in different types of activities related to their major.

Information and instructions are available at: <https://iss.washington.edu/work/f1-employment/cpt/>.

POST-COMPLETION OPTIONAL PRACTICAL TRAINING (OPT)

Post-Completion OPT is an opportunity for students on F-1 visas to work or train in the U.S. in a field related to your degree. The sooner you apply, the more flexibility you will have with a start date that best fits your case.

Information and instructions are available at: <https://iss.washington.edu/work/f1-employment/opt/post-completion/>.

ENGLISH PROFICIENCY REQUIREMENTS - ACADEMIC ENGLISH PROGRAM (AEP)

Students whose English Proficiency exam scores were lower than the required threshold (TOEFL iBT 92, IELTS 7.0, TOEFL PBT 580) must take AEP classes to fulfill graduation requirements. There are three AEP classes: ENGL 102, ENGL 103 and ENGL 104, Students will be placed into appropriate courses depending on their English Proficiency exam scores, with more specific information [here](#). The required AEP class should appear in the student's MyUW registration screen. For more information, please see: <https://www.aep.uw.edu/placement/placement-faqs>.

FOUNDATION FOR INTERNATIONAL UNDERSTANDING THROUGH STUDENTS (FIUTS)

FIUTS organizes student programming that focuses on international awareness, cross cultural communication, and informed leadership.

Website: <http://www.fiuts.org/>

INTERNATIONAL STUDENT SERVICES (ISS)

A professional trained advising staff is available to help students understand benefits and restrictions of F-1 and J-1 visa status.

Website: <https://iss.washington.edu/>

J-1 REFERENCE GUIDE

You are joining several hundred international scholars from around the world who participate in the University of Washington's teaching and research activities. This page contains information for potential, new, or continuing University of Washington academic personnel who require visa sponsorship.

Website: <http://ap.washington.edu/ahr/international-scholars/visa-holder-resources/j1/>

LANGUAGE ACCOMMODATION FOR EXAMINATIONS

Students for whom English is not the native language may be permitted extra time on examinations. Students who believe they qualify for this accommodation must complete a [Language Accommodation Request](#). Students will be notified by email regarding approval of the request and of specific arrangements for this accommodation.

STUDENT HEALTH INSURANCE PLAN

Federal and state laws require that international students maintain adequate health insurance while attending the University of Washington. This site will explain the process.

Website: <http://iss.washington.edu/health-insurance>

MENTAL HEALTH & WELL-BEING RESOURCES

UW and UW Law offer a wealth of health and wellness resources. Some of these resources are listed below. You can also contact the Office of Law Student Life at lawstudentlife@uw.edu for a referral.

For more resources visit the **Husky Health & Well-Being** site at: wellbeing.uw.edu.

UW LAW MENTAL HEALTH THERAPIST

UW Law is fortunate to have a designated Mental Health Therapist for law students. Philip Lentz works directly with UW Law students to provide free and confidential mental health support. Contact Phillip Lentz at plentz@uw.edu if you would like to schedule an appointment.

THE COUNSELING CENTER

The Counseling Center offers many options for students seeking help coping with stress and mental health concerns, including 1-on-1 support, groups/workshops and assistance with off-campus referrals.

All UW Seattle students are eligible for free, confidential counseling services. The Center is in 401 Schmitz Hall; call 206-543-1240. An on-call counselor responds to same-day crises. Website: wellbeing.uw.edu/topic/mental-health

HUSKY HELPLINE

UW provides the Husky Helpline, currently a partnership with My SSP, to give students access to real-time, confidential mental health and crisis intervention support, 24/7 and in multiple languages. **Call 1-866-775-0608.**

Website: myssp.app/ca/home

LET'S TALK

Let's Talk is a Counseling Center service that connects UW students with support from experienced counselors without a pre-scheduled appointment. Counselors hold drop-in hours at various sites on campus and can help provide insight, solutions, and information about other resources. Let's Talk drop-in visits are free and confidential. Website: wellbeing.uw.edu/virtual-lets-talk/

LIVEWELL

LiveWell empowers students with the skills and knowledge to make informed decisions about their health and well-being while at UW and beyond. LiveWell uses both the expertise of professional staff and passion of Peer Health Educators to provide alcohol & drug education, wellness coaching, suicide intervention, and survivor advocacy & support. Website: livewell.uw.edu/

THE D CENTER

The D Center is UW's Disability and d/Deaf Cultural center, located in the Husky Union Building – Room 327. The D Center is a space and community where students can celebrate disability and D/deaf pride and foster community at the UW and beyond! Website: <https://depts.washington.edu/dcenter/Links to an external site>

THE Q CENTER

The Q Center offers advising for any member of the UW community seeking a brave, affirming, liberatory, and celebratory environment for students, faculty, staff, and alumni of all sexual and gender orientations, identities, and expressions. Website: <https://sites.uw.edu/qcenter/>

WOMEN'S CENTER

The UW Women's Center is one of the largest University-based Women's Centers in the nation, serving over 12,000 campus and community members each year. Our mission is to spread equity and diversity

by opening doors for girls and women through education and access to resources that will help them achieve personal, professional, and academic success. Website: <https://www.washington.edu/womenscenter/>

SERVICE ANIMALS

Service animals are permitted in university buildings, including Gates Hall, by law and no formal accommodation is needed. Direct any questions about service animals to the Associate Dean for Student Affairs.

Therapy/Emotional Support Animals (ESA) require a DRS accommodation. Contact the Associate Dean for Student Affairs for more information.

Learn more on the UW Policy Directory page on Service Animals:
<https://www.washington.edu/admin/rules/policies/APS/46.06.html>.

STUDENT ENGAGEMENT & LEADERSHIP

STUDENT BAR ASSOCIATION (SBA)

The UW Law Student Bar Association is the governing body for law students and student organizations. The SBA works directly with UW Law administration to advocate for all students. Students from all degree programs (JD, LL.M., M.J., PH.D.) are eligible to participate. Students are elected to positions and terms are for one academic year. SBA meets weekly and general meetings are open to all UW Law students. Students can join SBA meetings in-person or virtually via zoom to voice their concerns or get involved in the community.

SBA plans large scale events and supports Registered Student Organizations by providing funding for various engagement opportunities.

Learn more about SBA here: <https://www.uwsba.com/>

REGISTERED STUDENT ORGANIZATIONS (RSO)

UW Law is home to many Registered Student Organizations (RSOs) that are supported by the SBA and administration. RSOs can be formed at any time during the academic year through a registration process with the University's Student Activities Office, <https://hub.washington.edu/get-involved/sao/>.

Students interested in starting an RSO or learning how they can host events/meetings can review the Student Leader Handbook here: <https://uwnetid.sharepoint.com/sites/law-students>.

Learn about the current UW Law RSOs here: <https://www.law.washington.edu/students/orgs/default.aspx>.

FREEDOM OF EXPRESSION AND COMMUNITY STANDARDS

As a public university, we are firmly committed to supporting and legally bound to permit speech that falls within the broad definition of protected expression. We believe that upholding the right to free speech is not only consistent with our commitment to remaining a diverse, welcoming and inclusive community, but is, indeed, a necessary condition for cultivating and welcoming the kind of robust debate and thriving public discourse that is essential to every institution of higher learning.

Learn more about University guidelines here: <https://www.washington.edu/freespeech/>.

Learn more about time, place and manner regulations here: <https://www.washington.edu/freespeech/events-and-use-of-university-facilities/>.

Learn more about conduct that is prohibited on University campuses and at University events and facilities here: <https://www.washington.edu/freespeech/prohibited-conduct/>.

STUDENT REPRESENTATION ON FACULTY COMMITTEES

Student participation in institutional governance is highly valued at UW Law. The Student Bar Association appoints the majority of student representatives on faculty committees. Student participation is also valued on the standing and ad hoc committees that are established by the Dean. At present, the following committees have student members:

1. **Curriculum Committee** – reviews course proposals and recommends to the full faculty possible changes to the curriculum. The SBA appoints at least one student member (typically two members).
2. **Faculty Appointments Committee** – screens candidates for identified searches and recommends appointment to the full faculty; the student reps organize student interview sessions for all on-campus interviews and summarizes student feedback to help inform deliberation. The SBA appoints at least one non-voting member (typically three members).
3. **Admissions Committee** – reviews applicant files and makes admissions recommendations. The SBA appoints at least one 3L student member (typically four members).
4. **Diversity, Equity, Inclusion, Multiculturalism, & Antiracism Committee** – advises the Dean on how to create a more diverse and inclusive UW Law. The SBA appoints two student members.

Website: <https://www.law.washington.edu/students/academics/representation.aspx>

STUDENT EVENTS

ROOM RESERVATIONS

Students and student leaders can reserve rooms in William H. Gates Hall for events and meetings. Reservations are first come, first serve, and reviewed by the Office of Law Student Life.

Students interested in booking space or tabling in William H. Gates Hall must complete a reservation request via Mazévo: <https://mymazevo.com/>.

UW Law IT created a how-to guide for using Mazévo here: [Accessing and Using Mazévo](#)

Staff will review the information provided in the request and contact you with updates. Based on the form responses, staff may also reach out with additional questions and/or schedule a planning meeting to learn more about your request before approving.

- If you are planning a meeting, a minimum of three business days is required to review your request and confirm a room.
- If you are planning an event, a minimum of two weeks' notice is required to review your request and confirm a room.

If you need a space in the building for a gathering that is not a meeting or event, please email lawstudentlife@uw.edu to discuss.

Students who are planning events should first review the **Student Leader Handbook** found on the UW Law Student Organization Hub here: <https://uwnetid.sharepoint.com/sites/law-students>. Students must follow all event policies and procedures.

If an outside group or organization wants to reserve space in the building, they must work with the UW Law Events Manager to plan their event. Outside parties pay to use the space and must reach out to lawconf@uw.edu for more information.

TABLE RESERVATIONS

Students can reserve tables directly through Mazévo: <https://mymazevo.com/>.

FOOD AND ALCOHOL AT STUDENT EVENTS

Students can serve food and alcohol at events in Gates Hall. Options for purchasing supplies for events and policies for using university funds can be found in the Student Leader Handbook found here:

<https://uwnetid.sharepoint.com/sites/law-students>.

Review the alcohol process for UW here: <https://uwspecialprograms.org/alcohol-service/>.

POSTING OF FLYERS

UW Law has physical bulletin boards throughout Gates Hall that can be used to advertise events and opportunities to the community. Flyers posted on these boards must have an approval stamp from the Academic Services Office, Room 361.

Flyers must include the following information:

- Title of the event
- Date(s) of the event
- Description of the event
- Contact information for organizer/organizing group
- Accessibility Statement: The University of Washington is committed to providing access and accommodation in its services, programs, and activities. To make a request connected to a disability or health condition contact the Disability Resources for Students Office at 206-543-8924 (voice or relay) or uwdrs@uw.edu.
- Views and Opinions Statement: The views and opinions expressed in this event/meeting do not represent the University of Washington or the University of Washington School of Law.

Flyers will be reviewed and, if approved, the stamp will be applied.

Flyers without this information will not be approved.

Flyers without a stamp from Academic Services will be removed.

If you have questions about the flyer policy, please email mylaw@uw.edu and lawstudentlife@uw.edu.

STUDENT PARENTS

UW Law and the University have several resources for students who are parents or have children in their households. You may contact lawstudentlife@uw.edu for support if you are a parent or become a parent while in law school.

UW CHILDCARE ASSISTANCE PROGRAM

The Childcare Assistance Program (formerly known as Student Parent Resource Center) is designed to assist UW Seattle Campus students in covering the costs of licensed childcare for their children (ages birth – 12 years old) while enrolled in an eligible program of study. This award is funded by Student & Activity fees paid by students attending the Seattle Campus.

- [Application Process website](#)
- [UW Preschool programs](#)
- More childcare assistance [information](#)

REMOTE LEARNING ROOM

The Remote Learning Room is a unique feature of Gates Hall that allows students with young children to participate in class while taking care of their children. The room has a number of features, including a sink, small refrigerator, microwave, and soft furniture. There are two private rooms designed for lactation purposes. Four workstations with audio/visual feeds permit parents with children to listen to and/or watch sessions in many Gates Hall classrooms. The Remote Learning Room is in room 219 and you can request access via lawstudentlife@uw.edu.

STUDENT VETERANS

VETERANS EDUCATION BENEFITS OFFICE

The Veterans Education Benefits Office (<https://www.washington.edu/veterans/>) helps students as they transfer from military to school life and provide information about how to receive your benefits. The office has a lounge space for student veterans to use for studying or connecting with other community members.

- Email: veteran@uw.edu
- Phone: 206-543-6122
- Location: Husky Union Building (HUB) 327

FORMS FOR STUDENT VETERANS

Please see this page for a comprehensive list of forms: <https://www.washington.edu/veterans/forms/>. This includes the Enrollment Certification Request form, required for each quarter in which you are enrolled. Review the Frequently Asked Questions (FAQ) page at <https://www.washington.edu/veterans/need-to-know/> for need-to-know information.

When filling out the Enrollment Certification Request form, please list Pontus Niklasson (pniklass@uw.edu), Law Registrar and Director for Academic Services, in the Academic Adviser field.

UW LAW MERCHANDISE

The Office of Law Student Life manages all UW Law Merchandise available to the community for purchase. You can see what is available and shop for items online here: <http://www.law.uw.edu/law-store>. Orders are picked up in the Academic Services Suite and cannot be shipped.

Student Life hosts Merch Monday's throughout the year where you purchase items in-person or pick up an online order during the lunch hour on select Mondays. Check the Law Dawgs Resource Center calendar for more information on when these pick-up windows are scheduled. If you are unable to come to a Merch Monday to pick up your order, please email lawstudentlife@uw.edu to set up a time to stop by the Academic Services Suite.

UNIVERSITY RECREATION

All current students can engage with UW Recreation at the Intramural Activities Building ([IMA](#)). The IMA is located north of Husky Stadium and south of parking lot E1. Indoor facilities include a fitness center, five gyms, locker rooms, international squash courts, indoor climbing center, indoor track, Dawg Bites Café, multi-activity studios, swimming pool (25 yards), saunas, racquetball courts, and wireless areas. Outdoor facilities include sports fields (one synthetic turf with night lights) with access for softball, flag football, soccer, rugby, ultimate Frisbee, lacrosse, special events, and thirteen tennis courts (six night lighted), and a tennis practice wall.

Your Husky Card grants you access to amenities at the IMA and other recreational sites on campus. More information about the facilities and variety of recreation options can be found at their website:

<https://www.washington.edu/ima/>.

EQUITY, INCLUSION, MULTICULTURALISM, AND ANTIRACISM (DEIMA)

DEIMA AT UW LAW

UW LAW STRATEGIC PLAN FOR DIVERSITY, EQUITY, INCLUSION, MULTICULTURALISM, AND ANTIRACISM

BACKGROUND

Goal 1 of UW Law's Strategic Plan for Diversity, Equity, Inclusion, Multiculturalism and Antiracism is to cultivate an inclusive campus climate. The following goals, principles and encouraged practices have been developed by students, staff and faculty to move us toward achieving that goal.

GOALS

- UW Law will be a welcoming and engaged learning community.
- UW Law will foster an attitude/culture that facilitates honest/open feedback.
- UW Law will promote an atmosphere that respects the dignity and worth of each person.
- UW Law will encourage curiosity in learning, self-awareness and humility.

GENERAL PRINCIPLES FOR THE UW LAW COMMUNITY

- Collaborate for the betterment of the community and one another.
- Invite differing opinions and seek to better understand each other.
- Expect occasional discomfort when discussing difficult topics and strive to promote inclusive conversations and high-end inquiry.
- Acknowledge and respect the difference between intent and impact.
- Be willing to address impact regardless of intention.
- Recognize that we all have biases that impact engagement within the community.
- Recognize the impacts of privilege and power within the community, on both systemic and interpersonal levels.

ENCOURAGED PRACTICES

To embrace UW Law's General Principles and effectuate its Goals, members of the UW Law Community are encouraged to, more fully:

- Listen actively and generously:
 - Be fully present and focused on the speaker to best understand what is being said.
 - Avoid defensiveness.
 - Reflect on what has been said rather than simply waiting for an opportunity to respond.
- Continue lifelong learning by remaining curious and committed to active growth:
 - Engage with people having different backgrounds and reflect on the knowledge/insights gained from these interactions.
 - Be aware of personal lived experience that has shaped and continues to shape each person's perceptions, decisions and actions.

- Be willing to make and learn from mistakes; we all will make them.
- Remain open and engaged:
 - Approach all conversations with empathy, humility and awareness of one's own biases.
 - Redouble efforts to listen actively and generously, including by avoiding becoming defensive and, if necessary, pausing to reflect on what is being said before reacting.
 - Consider one's own impact on the conversation and ask questions before drawing conclusions and making assumptions.
- Engage in lifelong learning and personal and professional development:
 - Participate in trainings, workshops, and events.
 - Seek opportunities to collaborate with and learn from colleagues.
 - Those who have power should share it and consider how to create brave spaces for others.

MORE INFORMATION ABOUT THE UW LAW DEIMA STRATEGIC PLAN

UW Law's longstanding commitment to diversity is an extension of our commitment to excellence. At UW Law, we believe the best legal education integrates legal theory, doctrine and practice that must be delivered by a diverse faculty to a diverse student body. This is evident in the number of alumni who are prominent in the legal profession, many breaking through the barriers of gender, race, ethnicity, and sexual orientation along the way.

For information about our diversity plan and other resources, please see <https://www.law.uw.edu/about/diversity>

UW LAW CONCERNS RELATED TO DEIMA

UW Law is dedicated to nurturing a student-centered, culturally competent, collegial community. UW Law is guided by the University of Washington's (UW) [diversity commitment](#) which says: "At the UW, diversity is integral to excellence. We value and honor diverse experiences and perspectives, strive to create welcoming and respectful learning environments, and promote access, opportunity and justice for all." UW and UW Law value diversity and are committed to promoting the rights and privileges of others, the understanding and appreciation of human differences, and the constructive expression of ideas.

As our law school seeks to live out the UW's diversity commitment, and to create an inclusive environment that promotes diversity, equity and inclusion, there will be times that we will face challenges in meeting these goals. We commit to a process through which students, faculty, or staff may bring concerns to our attention. Concerns may be raised using the [Concerns Related to DEI form](#).

For more information, visit the Concerns Related to DEI page, <https://www.law.uw.edu/about/diversity/concerns>.

GET INVOLVED IN DEIMA AT UW LAW

There are many ways for students to engage in DEIMA work and advocacy at UW Law, including attending the Dean's Student Advisory Committee on Diversity, Equity, Inclusion and Belonging (DSAC-DEIB) meetings. All students are invited to attend and will receive notice before each meeting.

There are a variety of affinity-focused Registered Student Organizations. Learn more about how you can get involved [below](#).

You are welcome to contact lawstudentlife@uw.edu or the Associate Dean for Student Affairs with questions about UW Law's DEIB work and commitments.

UNIVERSITY-WIDE DIVERSITY, INCLUSION, AND BELONGING

DIVERSITY COUNCIL

The University Diversity Council is the primary advisory committee to the President on matters of diversity and equity at all three UW campuses. The Diversity Council was founded in 2001, in the wake of Washington State Initiative 200 prohibiting "preferential treatment" based on race, sex, color, ethnicity, or national origin in public employment, education, and contracting.

Website: <http://www.washington.edu/diversity/divcoun/index.shtml>

UW BIAS INCIDENT REPORTING FORM

UW's Bias Incident Reporting Tool is for non-emergency incidents. If your immediate safety is at risk, you are witnessing violence or perceive imminent harm to yourself or others, please immediately dial 911. If your experience includes sexual assault, sexual harassment, stalking, and/or relationship violence, please contact UW SafeCampus at 206-685-7233 or the Associate Dean for Student Affairs for assistance.

Learn more about the reporting process here: <https://www.washington.edu/bias/>

Submit a Bias Incident Report here: <https://report.bias.washington.edu/submit>

DIVERSITY STATISTICS & POLICIES

Dedicated to tracking data/trends as it relates to diversity and promoting sound policies to affirm and protect diverse populations.

Website: <http://www.washington.edu/diversity/resources.shtml>

GRADUATE STUDENT EQUITY & EXCELLENCE (GSEE)

The Office of Graduate Student Equity & Excellence (GSEE) is committed to enhancing equity and social progression to promote the success of Black, Latinx, Native American and Pacific Islander graduate students at our Bothell, Seattle, and Tacoma campuses. GSEE aims to cultivate a culturally and ethnically diverse academic and social environment in which all graduate students can learn and thrive while attending the University of Washington.

Website: <https://grad.uw.edu/equity-justice/gsee-graduate-student-equity-excellence/>

NATIVE LIFE & TRIBAL RELATIONS

The purpose of this site is to centralize the Native-focused resources available on the University of Washington's campus in Seattle. We understand the University can be a challenging environment for those coming from indigenous communities and difficult to navigate for anyone who is new to the campus.

Website: http://www.washington.edu/diversity/tribal_relations/index.shtml

OFFICE OF MINORITY AFFAIRS & DIVERSITY (OMAD)

The mission of the Office of Minority Affairs and Diversity is to ensure the access and academic success of a diverse student population through the advancement of knowledge, academic excellence, diversity, and the promotion of values, principles, and a climate that enriches the campus experience for all.

Website: <https://www.washington.edu/omad/>

SAMUEL E. KELLY ETHNIC CULTURAL CENTER

The Ethnic Cultural Center promotes an inclusive and educational environment by providing programs and services which enhance the communication and exchange of multicultural perspectives and values.

Website: <http://depts.washington.edu/ecc/>

ADMISSIONS AND FINANCIAL AID OFFICE

Financial aid for law students comes from a variety of sources and may consist of need-based and non-need-based aid. These sources include federal loans, graduate grants, work study funds, law school scholarships, and outside scholarships. The maximum amount of financial aid that a student can receive is equal to the Cost of Attendance (COA) that is set by the University for the academic year.

[The Office of Student Financial Aid \(OSFA\)](#) is the main point of contact for students with questions about their eligibility for federal loans, graduate grants, and work study funds. [Student Fiscal Services](#) is the main point of contact for students with questions regarding tuition payments, financial aid holds, and disbursement of financial aid (except for law school scholarships). The [Office of Admissions and Financial Aid at the School of Law](#) (rm 231) is the main point of contact for students with questions about law school scholarships.

Office of Student Financial Aid: osfa@uw.edu; 206.543.6101

Student Fiscal Services: sfshelp@uw.edu; 206.543.4694

Law School Admissions & Financial Aid: lawadm@uw.edu; 206.543.4078

Free Application for Federal Student Aid (FAFSA) - UW School Code: 003798

All eligible students must submit a FAFSA each year to be considered for federal loans, graduate grants, and work study funds. Some scholarships may consider the FAFSA when awarding funds. The priority deadline for UW is January 15 of each year. The application is available at <https://studentaid.gov/h/apply-for-aid/fafsa> and becomes available October 1 of each year. Law students are considered independent for the purposes of financial aid and do not need to include parent information.

The FAFSA is processed and evaluated by the Office of Student Financial Aid. Students will receive an award letter through their MyUW account after the evaluation is complete, notifying them of their eligibility for federal loans, graduate grants, and/or work study. Students must review and accept the awards for funds to disburse. Additional information about the application and review process can be found [here](#). **Note:** students must report to OSFA any external scholarships they will receive for the academic year as this can affect the amount of other aid offered.

TYPES OF FINANCIAL AID

STUDENT LOANS

There are two loan options* for law students: Federal Direct Unsubsidized Loan and the Federal Direct Graduate PLUS Loan. The Direct Unsubsidized Loan is capped annually at \$20,500 and the remaining cost of attendance may be covered by the Grad Plus Loan. Law students must be enrolled for at least 6 credits in order for loans to disburse. Interest rates, fees, and other information can be found [here](#).

First time borrowers of federal loans are required to complete [loan entrance counseling](#). Borrowers must also complete [loan exit counseling](#) before they graduate, after withdrawing from the program, or drop below half-time enrollment. Additional information can be found [here](#).

GRADUATE GRANTS

The University has a limited amount of funding for Washington residents and is subject to availability. These need-based grants are made annually and require the student to be a Washington state resident and submit their FAFSA by the January 15 priority deadline. The student's [financial need](#) must also meet the University's criteria. The Office of Student Financial Aid (OSFA) notifies students of this grant eligibility through their financial aid award. For law students, the maximum yearly amount awarded is \$4,500. Grants do not automatically renew; a FAFSA must be submitted each year of enrollment for consideration.

WORK STUDY

Work Study funds are awarded based on [financial need](#). To be considered, a FAFSA must be submitted by the January 15 priority deadline. Additional information can be found on the Work Study [website](#).

UW LAW SCHOLARSHIPS

UW Law offers scholarships to incoming first-year JD students and based on merit, need, and other factors. Admitted students may be required to submit a scholarship application available through the Admitted Students Portal the deadline noted in their admission letter.

Additional scholarship opportunities are available once students begin the law program. These [scholarships](#) may be based on student leadership, academic performance and areas of interest, e.g., family law, corporate law, intellectual property, and public service. Continuing students are notified of the application process at the end of Spring quarter; awards are made by September. A list of [external scholarships](#) are also posted.

OTHER RESOURCES

PRIVATE LOANS

Students who are ineligible to apply for federal student aid or wish to explore other loan alternatives, private loans may be an option. In general, private loans are through commercial lenders that depend on credit worthiness. Please know that borrowing private loans for your education bears a significant risk including the inability to take advantage of any federal loan repayment options, including the Public Service Loan Forgiveness program. We encourage students to carefully read the terms and conditions for private loans.

FINANCIAL AID CYCLE

Although the regular academic year is considered to start with the Autumn quarter (e.g., Autumn-Winter-Spring), federal regulations state that the start of the financial aid cycle at an institution begins with summer (i.e., Summer-Autumn-Winter-Spring). Students that use financial aid for the summer term will have that amount subtracted from their Cost of Attendance budget for the regular academic year. If additional funds are needed, students can submit a revision request to the Office of Student Financial through MyUW.

Students needing summer financial aid must submit an application so that OSFA can add the term to their award package. Information about summer financial aid can be found [here](#).

REQUESTING CHANGES TO FINANCIAL AID AWARD

Students experiencing changes in their financial circumstances may submit a request to OSFA to review their cost of attendance budget. Forms and additional information are available [here](#).

DISBURSEMENT OF FINANCIAL AID

A student's financial aid award is disbursed in equal amounts in Fall, Winter, and Spring quarters. The UW generally begins to disburse funds to student accounts the week before the start of the quarter. Financial aid will not be disbursed if the award has not been accepted, entrance counseling has not been completed, a hold is on the account, or if a student is not registered for the minimum number of credits.

Students are strongly encouraged to sign up for direct deposit if they expect to receive a financial aid refund for living expenses. Students without direct deposit will need to wait for a check to be mailed to the local address on file. More information can be found [here](#).

UW LAW SCHOLARSHIP POLICIES & DISBURSEMENT

JD students awarded a scholarship must maintain full-time enrollment to receive their funds. Full-time enrollment is defined as taking at least 12 credits each quarter at the University of Washington School of Law. Students planning on taking less than 12 credits must notify the Assistant Dean of Admissions and Financial aid for advisement.

Scholarships will be distributed evenly over three (3) academic years and will be applied towards JD tuition each academic quarter that students are enrolled full-time; there are no other renewal requirements. Awards are not disbursed for summer sessions, study abroad programs, or to visit at another law school.

Scholarships cover law school tuition only and will not result in cash payments to students if they receive other funds that pay for tuition. A scholarship may be adjusted or removed if a student receives other funding. This includes, but is not limited to, University tuition waivers or tuition stipends, employee tuition benefits, or outside scholarships. Students receiving other aid must notify the School of Law's Office of Admission and Financial Aid each quarter in which they will receive outside funds. Scholarship funds cannot be added retroactively to a previous term and cannot be "saved" to apply to a future term.

Graduate students awarded program-specific scholarships will receive information via their program about disbursement.

RESIDENCY STATUS

Non-resident to resident status changes may result in the reduction of the scholarship amount if the initial award exceeds resident tuition. JD students must notify the Assistant Dean of Admissions and Financial Aid if their residency status changes. Dual Degree Students should carefully consider tuition costs and scholarship eligibility. Students must notify the Assistant Dean of Admissions and Financial aid for advisement.

LEAVE OF ABSENCE

JD students with an approved Leave of Absence from the Associate Dean of Student Affairs will have their remaining scholarship funds reinstated if they left in good standing and return during the approved timeframe. JD students must notify the Associate Dean for Student Affairs and the Assistant Dean of Admissions and Financial Aid when they plan to resume their studies. Graduate students should contact their programs. Review the Leave of Absence Policy [here](#).

WITHDRAWAL OR ACADEMIC DISQUALIFICATION

Students that withdraw from the program or are academically dismissed forfeit their scholarship.

Review the Withdrawal Policy [here](#).

EXTERNAL SCHOLARSHIP DISBURSEMENT

External scholarship checks should be mailed to the address listed on this [page](#). Funds will be applied to a student account based on the sponsor's instructions. Checks should include the student's name, UW student number, quarter, or academic year the payment covers, and the sponsor's information. Students receiving financial aid must notify OSFA of any external scholarships as they can impact the financial aid package.

TUITION DUE DATES

Tuition charges are always due by the 3rd Friday of the quarter.

UNIVERSITY WITHDRAWAL & REFUND POLICY

Students who withdraw may be entitled to a refund of all or a portion of the tuition and fees for a given quarter depending on when the withdrawal is completed. Students that make changes to their schedules that result in lower tuition after the 7th day of the quarter are charged a fee. Additional information can be found [here](#).

Financial aid recipients who withdraw from all of their classes will have any refund of University charges returned to the financial aid programs. Additional information can be found [here](#).

SHORT-TERM LOANS

Short-term Loans (STL) are available to registered JD students who are experiencing an urgent but short-term financial need. Students may apply for a short-term loan through their account on MyUW. This loan fund is administered by the Office of Student Financial Aid. Please check with OSFA before submitting an application to determine if other forms of aid are available. These loans are intended to be paid within a short time span. More information is available at <https://finance.uw.edu/sfs/students/short-term>.

WASHINGTON APPLICATION FOR STATE FINANCIAL AID (WASFA)

Students ineligible to submit a FAFSA may submit a WASFA to be considered for state aid. Students whose status is undocumented, DACA recipients, or other select non-citizens may complete a WASFA. Additional information is available [here](#). The priority deadline is January 15.

LOAN DEFERMENTS

Students are responsible for deferring payment of their student loans. Students should review their lender’s requirements for verification. The University is a member of the National Student Clearinghouse, which provides enrollment data once the quarter has begun. Additional information can be found [here](#).

FEDERAL FINANCIAL REQUIRED CREDITS FOR PART-TIME & FULL-TIME STATUS

Students receiving federal financial aid should keep in mind how many credits are considered part- and full-time. This will determine how much funding one can receive.

Status	JD Program	Graduate Programs
Part Time	6-11 credits	5-9 credits
Full Time	12-18 credits	10-18 credits






GALLAGHER LAW LIBRARY

LAW LIBRARY STAFF AND LAW LIBRARIANS ARE LITERALLY HERE TO HELP STUDENTS

The Law Library is deeply committed to helping all law students throughout their academic experience here at UW Law. Many of us have law degrees and all of us have chosen to work in a library at a law school because we love working with all of you as you grow and learn throughout your time here.

The “Law Library” is a **physical space**, located on floors L1 and L2, a huge **collection** of print and electronic resources, and a **group of people** (library staff and law librarians) devoted to bringing you **services** and helping you succeed during your time here at UW Law.

Different ways you can contact us:

 CHAT	Click on the chat logo on any library website page or here to connect with a law librarian during business hours!
 EMAIL	Email us at lawref@uw.edu
 ZOOM	Zoom with us using the monitor at the Circulation Desk in the Library!
 CALL	Call us! 206-543-6794
 MEET	Schedule a one-on-one or group consultation with a law librarian using the "Schedule Appointment" button on this page .

PHYSICAL SPACE – THE LAW LIBRARY FACILITY & 24/7 ACCESS

The law library facility is yours to use throughout your time here. Study, research, relax, and sleep as you need.

Gallagher Law Library occupies the bottom two floors of William Gates Hall. To access the law library, you can use the stairs near the front door to the building (only usable during normal business hours, M-F) or the elevators near that same building entrance. The elevators will only take you to L1. Proceed to the double doors and tap your Husky Card to come on in!

[Map](#) of the library space, including restroom locations, is here.

CODE OF CONDUCT

Everyone who uses the law library must adhere to our [Code of Conduct](#), which also references the Honor Code. Basic takeaways: **respect other users/personnel, respect the facility and collection, and don't steal books.**

HOURS & AFTER HOURS

The library is staffed virtually and in person according to hours posted [here](#). If you have questions or need assistance after-hours, just shoot us an email at lawref@uw.edu and we'll get back to you the next time we are staffed.

RESERVING A SEAT/ROOM

Many of the study areas in the law library, including study rooms, are [reservable 2 weeks in advance](#). You're welcome to use any empty seat/room without a reservation as long as you're willing to move if someone else who has a reservation shows up. There are also a bunch of seats that are [always open](#) and don't require a reservation. Comfortable seating like armchairs and beanbag chairs are also first come, first serve. Here's a [map](#) to show you the different areas where you can sit, study, sleep, and meet.

FOOD & DRINK

This isn't your grandmother's library! You're [welcome to eat and drink](#) (non-alcoholic) beverages while you're in the law library. We ask only three things:

1. Please only use beverage containers with **lids**.
 2. Don't **damage** the books/art/furniture with your food or beverage. If you're going to have a full meal, please use the L1 Lounge, the L2 study rooms, or the L2 Commons.
 3. Don't bother other users—don't bring a big plate of brussels sprouts, tuna fish, or extremely crunchy crackers into the library. **Smelly/loud food** can be disruptive to other people.
-

HUSKY CARD STICKERS FOR UW LAW COMMUNITY

Building services or law library staff will occasionally need to check IDs to ensure that the security of the building is maintained during times when we are closed to outside visitors. Husky Cards, the official identification of the University community, do not have information on them indicating the college or department of the ID-holder.

The law library has special stickers for everyone to affix to their Husky Card so that you can quickly flash your ID when asked. Come to the Circulation Desk on L1 to speak to a staff person between 10 and 4 every weekday. We'll use your card to check your status in your library account and give you a sticker for the year.

USING THE COLLECTION

THE LIBRARY CATALOG

Use the [law library's online catalog](#) to find books, journals, articles, and databases available to you as a member of the UW Law community. You can even request books from other libraries at UW or other academic law libraries

in the region. **Note that the chat pop-up when you're in the catalog is for all UW Libraries and is NOT the law library's chat service.** To chat with a law librarian with legal research expertise, use this [link](#).

COURSE RESERVES

The law library [course reserve collection](#) includes at least one copy of every required text for UW Law courses that anyone can check out for 4 hours at a time and **must be checked back in and reshelved** following their use. Access the course reserves collection in the Reference Area on L1.

However, **we cannot afford to replace stolen books** so if a course reserves book is stolen, no one in that class will have access to that book for the remainder of the year. Please remember the [Code of Conduct](#) and the Honor Code when making choices about how you use course reserves and any other library-owned print materials.

Take a look at the [course reserves page](#) for information about fines, checkout, and returning course reserves materials.

CHECKOUT PERIODS

Different books in the library have different checkout periods. Take a look at [this page](#) to get an idea of how long you can borrow specific materials, as well as how to renew, and what happens when a book is recalled by another user.

EQUIPMENT & TECHNOLOGY (INCLUDING LAPTOPS AND CHARGERS)

The library provides equipment like chargers and bookstands for you to check out while you're using the library. Take a look at our [equipment and technology page](#) for more information. Laptops are available at our Laptop

Kiosk (just beyond the Circulation Desk), which you can use by swiping your Husky Card. Please note: **you**

cannot use library laptops to take law school exams. Laptop content is wiped regularly and you can't add any software, making these a terrible choice for exams. If you need a laptop for more than just a few hours, your Student Technology Fee, which all law students pay for with tuition, funds a central [Student Technology Loan Program](#) which allows any student to check out laptops and other hardware for extended periods of time.

HOW TO CHECK OUT A BOOK

Checking out library materials and equipment is all self-serve. Use your Husky Card at the self-checkout stations in the Reference Area and at the Circulation Desk just inside the library's doors.

THE HOLD SHELF

Feel free to go grab a book from the shelves yourself. However, you can use the catalog to request a book from the law library, UW Libraries, and regional academic libraries using the library catalog. Select "Gallagher Law Library" as the pickup location and you'll receive an email when your book is ready to pick up on the [hold shelf](#) on L1.

INTERLIBRARY LOAN AND LIMITED SCANNING SERVICES

If you aren't able to find the book/chapter/article you need using the library catalog, take a look at our [Interlibrary Loan page](#) to find out how we can help get your book from an outside library.

FINES & HOW TO APPEAL THEM

Most of our materials do not have fines for late return as long as you bring them back within a few days of their due date. **Fines will accrue for course reserves and items borrowed from other libraries.** You can dispute the fine or fee using the library appeals process. Take a look at our [fines, fees and appeals page](#) for more detailed information.

LIBRARY SERVICES & HOW TO GET HELP

RESEARCH & REFERENCE ASSISTANCE

Reference librarians can help you with any aspect of the research process while you're a current student and even once you graduate. You can [get in touch with us](#) in a variety of ways (in the office, chat, phone, [email](#)) and can also set up a 30 minute one-on-one meeting with one of us virtually to discuss your project/assignment in more depth.

TYPES OF QUESTIONS WE HELP WITH

There is no question too big or too small and certainly no dumb questions. We are a judgment-free space for you to learn and grow. Here is a small sampling of the types of questions we can help you answer OR refer you to the right person/department in the law school to help with:

- How do I find this book when I already checked the shelves, and it isn't there?
- Why isn't my Westlaw password working?
- How can I structure an empirically sound analysis of the impact of statutes limiting the color and texture of clown noses on the circus industry?
- The person next to me is making strange noises and it's distracting me. Can you help?
- How do you Bluebook a criminal complaint from a case filed in the 5th Circuit?
- Where can I find reliable information about the law of South Korea?
- How can I use ChatGPT to conduct legal research in an ethical and reliable manner?
- I just started my first week at my first job and I've been given an assignment that I have no idea where to start on. Can you help me figure out what my boss is asking for, so they don't think I'm a dunce?
- Where is the hold shelf?
- I am really struggling in Contracts. Do you have any resources to help me outline and prepare for the final?
- How do I find the origin of the quote "a broken clock is right twice a day"?
- How do I use the printers?
- Why is legislative history so hard?
- What kinds of questions can I ask you?

We also maintain a list of answers to common questions on our [FAQ page](#).

DATABASES & THE LAW LIBRARY WEBSITE

The law library pays hundreds of thousands of dollars each year to provide you with legal databases for your academic needs. And as a law student, the vast collection of non-law databases paid for by UW Libraries is also available to you. Please get in touch with us at lawref@uw.edu if you have issues accessing any of these resources.

RESEARCH GUIDES

The law library is constantly updating our topical research guides, which explain different areas of legal research (e.g., legislative history, administrative law, intellectual property, etc.). Take a look at the [full list of guides here](#).

STUDY AIDS

The law library has a wide selection of [print and electronic study aid resources](#) designed to help you digest and outline everything you're learning in doctrinal courses.

LAW LIBRARY AND OTHER DATABASES ACCESSIBLE WITH YOUR NETID

Here's a list of all of the [databases relevant to legal research](#) available to you as a UW law student.

Here's a list of all of the [non-legal research databases](#) available to you as a UW law student.

TROUBLE ACCESSING A DATABASE OFF-CAMPUS? USE HUSKYONNET VPN

You should be able to log in to all of the above databases using your NetID from off-campus but if you're accessing a database from outside of our catalog or you're having trouble getting access to a database you know we subscribe to, try installing the [HuskyOnNet VPN](#).

WESTLAW, LEXIS, BLOOMBERG LAW, CALI, AND OTHER DATABASES REQUIRING INDIVIDUAL ACCOUNTS

A select few of our databases are available ONLY to UW Law students, faculty, and staff. For these resources, everyone has to create their own log in. New law students should receive registration information during orientation via Canvas. Check out our [Access to Restricted Databases](#) page for additional information (this page requires a password-- **UWLawDawgs!**).

LAW JOURNALS

Student editors for our four UW Law journals often have expanded research and citation needs that the law library is delighted to help with. Take a look at our [Guide for Law Journal Students](#) for more information about things like requesting dozens of books via ILL, asking for a law librarian presentation for your journal, or figuring out how to pick a note/comment topic.

Learn more about the UW Law Journals [here](#).

CONTACTING US

You can send us any question you have about the library, the collection, or its services to lawref@uw.edu.

FAQS

We maintain a list of questions frequently asked by law students on our [FAQ page](#).

VIRTUAL SUGGESTION BOX

If you'd like to give us feedback or suggestions about how we can improve our services or facility, we want to hear it! Submit anonymously using the [Virtual Suggestion Box](#).

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