

# Unofficial Guide to Stanford Life for Stanford Law School Advanced Degree Students

From Advanced Degree Students for Advanced Degree Students

Special Note: where this document refers to policies and procedures of the law school and university, we ask that you refer directly to original source materials rather than rely on this document.

## Contents

A.	Arriving at Stanford.....	7
I.	Climate .....	7
II.	Additional Information on Packing.....	7
III.	Visa.....	7
IV.	Meet Your Classmates Book .....	8
V.	Money.....	9
1.	Bank Accounts .....	9
2.	Credit Cards.....	9
3.	Useful Apps.....	9
4.	Loans .....	9
5.	Money Transfer and Tuition.....	9
VI.	Phone .....	10
VII.	Day of Arrival .....	10
VIII.	Cars.....	10
1.	Intro – Do I need car? Do I want car? .....	11
2.	New car (so you did well, right?) .....	11
3.	Used cars (the usual option - higher price, lower risks) .....	12
4.	Used cars (other options – lower price, higher risk).....	12
5.	Paperwork.....	12
6.	Driver’s license.....	12
7.	Road Rules .....	13
IX.	Alternatives to Cars .....	13
1.	Bicycle.....	13
2.	Marguerite Shuttle .....	13
3.	Caltrain .....	13
4.	Lyft/Uber .....	13
5.	Zipcar.....	13
6.	Rental cars .....	14
X.	Bike .....	14
1.	What bike to buy?.....	14
2.	Ways to find a used bike .....	14
3.	Where to buy a new bike .....	14
4.	Is it safe to have a bike on Campus? .....	15
5.	Bike Lock .....	15
B.	Living .....	16
I.	On Campus .....	16
1.	Munger .....	16

2.	Rains .....	16
3.	Escondido .....	16
4.	Maintenance .....	17
5.	Lockout Assistance.....	17
6.	Computing/Internet Service.....	17
7.	Stanford Student Alcohol Policy .....	17
8.	Smoke-Free Environment Policy .....	17
II.	Living off Campus.....	17
III.	Dining Halls .....	18
IV.	Groceries .....	18
V.	Household Items.....	19
VI.	Pets on Campus .....	20
1.	But first, what does Service Animal/ESA mean? .....	20
2.	Once your pup is here.....	20
3.	Your pup's health .....	20
4.	When you travel .....	20
5.	Dog Walking and Walkers .....	21
6.	Always book in advance.....	21
VII.	Contacts .....	21
C.	Insurance and Medical Care .....	22
I.	Single Students .....	22
II.	Students with Dependents .....	22
III.	Vaccinations/Forms .....	22
IV.	Waiver from Vaden Health Insurance .....	23
V.	Contact.....	23
D.	General Information on the Law School and Courses.....	24
I.	Beginning Classes .....	24
II.	Units .....	24
III.	Course Evaluations.....	24
IV.	Strategies - How many classes/When.....	24
V.	Add-/Drop Deadline .....	25
1.	Adding a Course.....	25
2.	Dropping a Course.....	25
3.	Petition to Add or Drop a Course after the Deadline .....	25
VI.	Policy Labs .....	26
VII.	Classes outside SLS.....	26
1.	Graduate School of Business.....	26
2.	D-School.....	26

VIII.	Auditing.....	26
IX.	Books.....	27
X.	Outlines .....	27
XI.	Exams .....	27
1.	Old Exams to Practice .....	27
2.	Honor Code and Blind Grading Policy.....	27
3.	In-Class Exams.....	27
4.	Take-Home Exams .....	28
5.	Rescheduling due to Emergencies.....	28
6.	Reviewing Exams.....	28
XII.	Paper Submission .....	29
1.	Length.....	29
2.	Procedures .....	29
3.	Due Dates .....	29
XIII.	Grades.....	29
XIV.	Library and Where to Study .....	30
XV.	Working as an RA .....	31
XVI.	Lockers/Mailboxes .....	31
XVII.	Printing, Copy Machines and Copy Services .....	31
E.	Bar Requirements .....	32
I.	Registrar .....	32
II.	California Bar Exam.....	32
1.	Structure .....	32
2.	LLM Requirements .....	32
III.	New York Bar Exam .....	33
1.	Registration .....	33
2.	Structure .....	33
3.	Additional Exam Requirements .....	33
4.	LLM Requirements .....	33
IV.	Pro Bono Requirement .....	34
F.	LLM Programs/Spils .....	35
I.	Spils.....	35
II.	IELBP.....	35
III.	ELP.....	35
1.	Law Courses .....	35
2.	Non-Law Courses.....	36
IV.	CGP .....	36
V.	LST.....	36

G.	Administration .....	38
I.	Deans .....	38
II.	Registrar's Office .....	39
III.	Office of Student Affairs .....	39
1.	Funding for Student Organizations and Journals .....	39
2.	Crisis Management, Advice, Counseling .....	39
3.	Students with Disabilities .....	40
4.	Contact.....	40
IV.	Student Services Center.....	40
V.	Lost and Found .....	40
H.	Information on Representation, Student Organizations and Journals .....	41
I.	ADSA .....	41
II.	SLA .....	41
III.	Class President .....	42
IV.	ILS.....	42
V.	Journals.....	43
VI.	Other Student Organizations .....	44
VII.	Outside SLS.....	45
I.	Job Search.....	47
I.	General .....	47
II.	Office of Career Services .....	47
III.	The John and Terry Levin Center for Public Service and Public Interest Law .....	47
J.	Partners.....	49
I.	Stanford ID.....	49
II.	Educational Opportunities .....	49
1.	Stanford Continuing Studies.....	49
2.	Bechtel International Center.....	49
3.	Foothill College.....	49
4.	Palo Alto Art Center.....	49
5.	Palo Alto Adult School.....	50
6.	Bay Area Universities & Colleges.....	50
7.	English Language Schools .....	50
III.	Work Opportunities.....	50
IV.	Volunteer Opportunities .....	50
K.	Child Care, Schools & After Class Activities .....	51
1.	Private schools.....	51
2.	Public Schools .....	51
3.	Childcare/Pre-School.....	51

4.	After School Activities and Camps .....	52
5.	Health Requirements .....	52
6.	General Resources for Families.....	53
L.	Things to do – Academic.....	54
I.	Office the Vice Provost for Graduate Education.....	54
II.	Conferences (and Funding) .....	54
III.	Other Events at Stanford .....	54
IV.	Addresses.....	54
M.	Things to do – Free Time .....	56
I.	Food.....	56
1.	On Campus .....	56
2.	Exploring Palo Alto.....	56
II.	Travelling Around Stanford .....	57
1.	Beaches.....	57
2.	Hiking.....	57
3.	Wine Tasting .....	58
N.	Sports at Stanford .....	60
I.	Facilities .....	60
II.	Options besides Gym.....	61
III.	Swimming .....	62
IV.	Climbing.....	62
V.	Tennis .....	62
VI.	Golf.....	62
VII.	Rugby .....	62
VIII.	Muay Thai .....	62
IX.	Athletic Events .....	63
O.	Religious Life.....	64
I.	General .....	64
II.	Christian .....	64
Protestant tradition .....	64	
III.	Jewish Life .....	64
P.	Support and Dealing with Issues .....	66
I.	Office of Student Affairs .....	66
II.	Student Academic Grievance Procedure .....	66
III.	Other Addresses .....	66
Q.	Additional Sources .....	69
I.	University Resources.....	69
II.	Law School Information.....	69

## A. Arriving at Stanford

### I. Climate

Welcome to Stanford – They say to come for the weather, and for the most part that will be true. But you will not be in Southern California, so there are a few things you should know when packing.

The months in Autumn will generally be nice, and then around December it will become cold. It never reached the level of having to wear a down jacket (at least in my opinion – a few students disagreed), but it did become very chilly. In our case, there were warm weeks (up to 30 degrees Celsius) in February, but that was very short-lived. It did not get really warm until the end of May. It was also rainy in the winter, which was even more next year. So, you will eventually need an umbrella! At night, it will often be considerably colder than during the day, no matter the season. Come prepared to layer. Layering also helps with the constant changes in temperature in the classroom compared to outside. The temperature is managed centrally, and it can become cold in a t-shirt during lectures.

In San Francisco, the weather will often be colder than in Stanford, due to fog and wind. If you plan to go out there, its recommendable to brace yourself for colder weather.

The funny thing about California is that the temperature changes a lot, also by region. We did not have a particularly good year for skiing, but it was possible to go skiing at lake Tahoe in March. In Yosemite, it was still around 0 degrees Celsius when we went at the end of April. If you go south, it will generally be warmer, no matter the season.

### II. Additional Information on Packing

Most Bay Area activities and restaurants are informal, and casual attire is appropriate. There are a few semi-formal dinner/dance events planned throughout the year. There are a few situations where business attire (and/or fancy dresses) is needed.

- Informal attire (blue jeans and sneakers) is appropriate to attend classes.
- Casual business attire (slacks and jackets) is recommended for informal business meetings or networking events.
- Formal business attire (suit and tie for men; dresses/suits for women) is required for some Study Trips.
- Semi-formal attire for some SLS parties and/or end-of-the-year events.
- There is a semi-formal and SLS formal in the course of the year.

You may want to bring international costumes from your native country for formal occasions and international cultural nights as well as slides, music, souvenirs, etc. This is easier than having to order materials, find items locally, or have items shipped from home after arriving at Stanford.

### III. Visa

The F-1 and J-1 visas are the only types of student visas used at Stanford University. Most students study with an F-1 visa. Not all students qualify for the J-1 visa, and this is generally only the case for Fulbright Scholars at the Law School. Stanford policy prohibits the issuance of the J-1 visa to students who are funded by over 50 percent personal or family income. Students receiving 50 percent RA or TA assistantships or a 50 percent fellowship from Stanford University qualify for both the F-1 or the J-1 visa.

If you are bringing a spouse or children with you, they are considered to be dependents on your visa and will need to obtain F-2 or J-2 visas. If they are on an F-2 visa, they will not be able to work.

F-1 and J-1 visa holders may enter the U.S. up to 30 days before the program start noted on their visa documents. The I-20 (or the DS-2019) document, issued by Bechtel International Center, is used to obtain either an F-1 visa stamp or a J-1 visa stamp at the U.S. consulate or embassy in the country of residence.

The university will then send the I-20 document to you after you have given them necessary information, and you should try to get an appointment with the consulate as soon as possible after receipt. Do make sure SLS has your correct address and zip code. One of us had the unfortunate experience of the I-20 traveling around the world to various countries before it reached his home country due to miscommunication of zip codes.

In order to apply for a visa at a US embassy or consulate you must have the following:

- Form I-20 or DS-2019 issued by Stanford (You will receive the necessary information from the law school in due course.)
- SEVIS fee (I-901) receipt: If you are transferring from another school, you do not need to pay the SEVIS fee again.
- Proof of financial support. You will need to bring all original documents, bank certificates plus bank books etc., letter confirming support from funders (together with photocopies) that you needed for the I-20 for the visa application as well. If funder is a law firm or institution, original letter would be sufficient.
- A valid passport.
- Complete visa application forms Form DS-160 for all non-immigrant applicants.

It takes the consulate up to 90 days to process the visa (it is generally only 4 days, but you can't rely on it). The process is a bit daunting, but very standardized. The interview wasn't very difficult for most of us – They generally stop their inquiries once you say you are going to Stanford.

Students should not enter on a tourist (B-1/B-2 or WT visa waiver) visa if the intent is to go to school. Double-check that the officer has used your student visa and not a tourist one, this has led to confusions in the past. You need to be able to show the officer at entry that you can finance your year here/how you will pay for tuition. From what I understand, if you arrive earlier on a different visa (or visa waiver) you must leave the country and re-enter, and unfortunately Mexico and Canada don't count as exit. That should be verified with Bechtel, if relevant.

Many international students will have an enrollment hold on their student account in Axess, until they arrive on campus. Law students will have a special session at the Bechtel Center on "Maintaining Your Visa Status", which is one of the steps you will need to take to have the enrollment hold lifted. Please have the documents with you that Bechtel requires, and update your address in Axess so that your address is current.

Bechtel recommends making a copy of your visa documents (so also your I-20 and the information on the blue flyer you get when you enter) and travelling with them, just in case. You do not always have to have your passport with you, but you will need it for some clubs in Palo Alto depending on where you come from (Brazilians and Indians have had issues at the bar Patio) and when you leave town.

See information on working as an RA/visa at D.XV.

If you have any questions, you can contact Merry Pham at the Law School or Bechtel directly:

- BECHTEL INTERNATIONAL CENTER  
584 Capistrano Way  
(650) 723-2300  
<http://icenter.stanford.edu>

#### IV. Meet Your Classmates Book

The office of student affairs requests both a picture and a bio from you for the "Meet Your Classmates" book you receive at the beginning of the year. Please note that this book is distributed to



all law students, so that it can be useful to add all information you would like for people to know about you – where you worked, what area of law interests you and what you like to do in your free time. It can help you connect with people.

## V. Money

### 1. Bank Accounts

It's not difficult to open a bank account, but most banks do require an American address, so it is easiest to do that upon arrival. If you need it beforehand, you can use a friend's address. Please check with them the documents they need before you can open an account but one of them should be your I-20. Bring also your government-issued IDs such as your passport and driver's license.

Most popular for us is the Stanford Federal Credit Union (SFCU) right at the center of the campus (2nd floor of Tresidder Union). They also have some offers in the beginning. On campus, there are ATMs from Stanford Credit Union, Wells Fargo and Bank of America. You don't have to worry too much about that, as you will hardly be using cash.

Your account will come with an ATM card and an online account. Make sure to save in a secure file all relevant numbers, e.g. account number, routing number etc. Your family could send you money by way of online transfer straight to your SFCU account. SFCU also has an app for you to check your account anytime via your smartphone.

### 2. Credit Cards

If you haven't been staying in the US, it's difficult to get a credit card in the beginning, as you will have no credit history and no social security number. However, building a credit history is useful in order to be able to lease a car or (sometimes) rent an apartment if you stay in the US for OPT. One option for international students is <https://www.deserve.com>, a credit card start-up that addresses that problem. The credit limit is minimal in the beginning (and therefore also the cash-back), but it can help for the future. If you want a good credit score, do use the card, but they say not to use more than 20% of the limit.

### 3. Useful Apps

In the US, most people have Venmo and Splitwise, so it is good to download them in the beginning. Since wire transfers/checks/cash aren't really a thing, you can use Venmo to send money to friends. It connects to your bank account and is scary easy to use. Splitwise can help if you are travelling to keep track of who pays what when you are travelling with a group. In the end, you can simplify the payments (so you wind up only paying money to one or two people) and transfer what you owe in the app with Venmo.

### 4. Loans

Citizens Bank is perhaps the best option. (Variable rate: 3.98-5.23%; fixed: 5.75-6.74%, Total accrued payment will depend on your repayment options - whether you want to start paying immediately or only the interest rate until graduation or full deferral until graduation with an optional grace period of 6 months after graduation). The bank requires a co-signer, either a US citizen or a permanent resident (green card). Otherwise, Prodigy (most used) and Discover don't need cosigner, but rate is high (it was 8,65%).

### 5. Money Transfer and Tuition

You could also link up your bank account to Axess in order to pay (via the payments link in Axess) whatever is due to Stanford. Tuition and rent is due by quarter, the first one was due on October 15.

You have the option of paying in your foreign currency but double-check the exchange rate (it was not great for me). From Europe, the best way to transfer larger amounts of money I found was worldfirst.com, worked perfectly.

## VI. Phone

You can use the sim you get from Stanford – You can end the plan easily, so it is useful to have when you are still sorting things out. On campus, you will have Wi-Fi most everywhere anyway. Most of us eventually go plans from different providers, and many used the family offers provided (generally up to 5 sim cards). I wanted good coverage, but a cheaper option than T-Mobile, so I ended up with H2O. Ordering online was a hassle, but you can get a family plan and auto-repayment (you can wind up with around \$20/month). With H2O, you can just turn off auto-repay at the end of the year and the sim card will become invalid after 6 weeks.

If you buy a phone in the US and intend to use it abroad, you should make sure it's not blocked for a certain network, as this is still often the case here.

## VII. Day of Arrival

If you are living at munger, you will get the information on where exactly you are living at arrival. Since they reshuffle until the last minute, you will not get it sooner (if you have a valid reason to need an address, it may still be worth asking).

When you arrive, go the main office at munger 5 (554 Salvatierra St, Stanford, CA 94305) during opening hours. It's on google maps, but some drivers sometimes have difficulties. You can find the building on google maps. You can look up the address at SF Airport, they have Wi-Fi there. You will need to email them to ask if you arrive outside their normal hours. They will give you your student ID, that doubles as a key for the entry doors, and the key to your place.

You will need sheets and a towel for the first night or go straight to target. The munger beds are extra-long full bed (queen bed in one-bdrm apartments). They have internet at target, so you can get back to campus with an uber if you don't have internet on your phone yet.

If you do not get your ID card from the residence, you can get it here:

- ID CARDS  
Tresidder Union  
459 Lagunita Drive, 2nd Floor  
(650) 498-CARD  
<https://uit.stanford.edu/service/campuscard>  
<http://itservices.stanford.edu/service/campuscard>

## VIII. Cars

Disclaimer: When it comes to used cars, count with the worst, hope for the best. Recommendations stated below might not work out the way they worked for others. But since they worked once, we are glad to share them with you.



## 1. Intro – Do I need car? Do I want car?

Let me start with one caveat – car is NOT a must around Stanford. Especially if you live on campus, bike will suffice for most of your commute. And for your dinner/party evenings going to the Patio (Palo Alto downtown) you will Uber/Lyft anyways. For going up San Francisco, train or even Uber is more convenient option since you don't have to deal with parking in the city. For shopping and hopping around the Bay Area, there is carsharing service (Zipcar - <https://transportation.stanford.edu/zipcar-stanford>) widely available on campus. Zipcar may be used for longer trips as well, but you might want to consider using regular rental companies such as Enterprise/Hertz etc. (since they have unlimited mileage) or Turo (<https://turo.com/> i.e. "Airbnb for cars").

Nevertheless, it is obviously convenient to have a car, especially in "driving state" of California and especially if you live off campus. Purely economic rule of thumb for car purchase is when you plan to drive over 10 000 miles a year, it pays off to have your own car instead of car-sharing/car-hailing.

One more note - If you decide to buy a car, do it ASAP. Academic year flies by really quickly and car will also make it way easier for you (and your new classmates) to do necessary IKEA runs when setting up in new housing.

## 2. New car (so you did well, right?)

I am not really going to cover option of buying a new car – the dealership will take care of everything for you. You can't however, as incoming foreign citizen, take advantage of financing, as you don't really have any credit history in the US. There is one startup (<https://www.neednova.com/>) trying to tackle this issue, but I have no reviews on its real-life functionality.

You can also try to lease a from Canvas (don't mix up with Canvas from Stanford) (<https://drivecanvas.com/>). There, you can get basically new cars for under 500 USD / month and also switch them (think getting 4WD for winter trips to Tahoe). In fact, it is similar fleet to cars available from Zipcar. Anyways, for Canvas, you still need US license and some credit rating/score. This can be option for someone who plans to get car later in the academic year once his/her credit history has been established in the US.

### 3. Used cars (the usual option - higher price, lower risks)

You can and should try SUPOST (<http://supost.com/> - Stanford's own craigslist), where cars remain in the Stanford family - there is underlying assumption that you won't get screwed by a fellow Stanforder... SUPOST's offer and prices vary and fluctuate greatly, so check daily, act quickly.

Some people have used SHIFT (<http://shift.com>), which is very reasonable service for cars around 10-20K that should get you worry free ride for the year. Cars are pre-inspected, and they come to you for test drive – you don't have to go anywhere. They also deal with the paperwork.

Finally, there are tons of dealerships (mostly on El Camino Real) that sell used cars. Just google / use websites such as Autotrader (<https://www.autotrader.com/>) that will lead you to dealerships. One educational link on how to spot shady car dealers - <https://jalopnik.com/how-to-spot-a-shady-car-dealer-1726958196>.

### 4. Used cars (other options – lower price, higher risk)

Then you can go with cheaper and higher risk options – car auctions (such as <http://auctioncity.com>). These can be hit and miss (it was a hit in my case). In any case, it is very interesting experience just to attend such an auction. Same “hit and miss” applies to cars on craigslist (<https://sfbay.craigslist.org/d/cars-trucks/search/pen/cta>).

I would recommend these options only if you are somewhat experienced with cars and/or want more adrenaline. But you can definitely source cheaper cars via these channels.

### 5. Paperwork

Required paperwork will be most likely done for you by the seller. You will receive the title to the car called “pink slip”.

Another thing to keep an eye on is registration - fees are paid to the DMV and they will send you letter if they are due.

Finally, to be fully road legal, you need to get insurance. I don't want to relieve you of options and doing your own research, but just go with Geico (<https://www.geico.com/>). They are ok with foreign driving licenses and you can sort everything out over the phone or online roughly in half an hour.

With car, you also need to deal with parking permits on Stanford – you can basically choose from permit A (1000 USD a year) or Permit C (300 USD a year) or some residential permits depending on where you live. In case you live off campus, check out if you are eligible for carpool permit – in case there is two or more students commuting in one car – you can get your parking permit for free! (you need to join Commute Club - <https://transportation.stanford.edu/commute-club>)

### 6. Driver's license

You will get recommendations on that from Bechtel Center. But in short – you are ok to drive with your home country license for some time, some say it is a year, some say it is less. But it handy to get California driving license. Also, for purposes of getting into clubs/pubs without fear of losing your passport.

To get a license, apply online and make an appointment on DMV website. You will skip extremely long line if you do that. You will need to have your passport, proof of residency (e.g. lease agreement), I-20, home country driving license. In other words, just get all the papers you have :). Then you need to fill out the application (available online or in the DMV office). This will allow you to do the theoretical test – once you pass that, you will be given temporary driving license. Next, you need to set another appointment for driving test – once you pass that, your driver's license should be mailed to you to address provided in the application. For the driving test you need a car and proof of insurance

(for the car). I advise to refresh theory and watch for those bike lanes when making turns! (yes, I had to do practical twice...)

## 7. Road Rules

Campus police frequently issue fines for car drivers and bike riders who violate road rules on campus. Ensure that you come to a complete stop at stop signs, stay in designated bike lanes when riding, and ensure you have good working lights on the front and back of your car and bike. The police seem to have an unofficial hobby of stopping students, and claiming you were international and didn't know doesn't get you off either. Sorry.

- PARKING AND TRANSPORTATION  
340 Bonair Siding  
(650) 723-9362  
<http://transportation.stanford.edu>

## IX. Alternatives to Cars

Although Californians love their cars, it is actually possible to survive a year here without a car. Here's how:

### 1. Bicycle

A bike is a convenient way to get around the campus and run small errands in Palo Alto (see 0.X below for more information).

### 2. Marguerite Shuttle

The university runs their own free-of-charge shuttle service at and around the campus, with one line going to Mountain View nearby. The busses run mostly during weekdays, with more limited service during weekends and university holidays. The schedules are available online at <https://transportation.stanford.edu/marguerite>, and can also be found in google maps, under public transport option.

### 3. Caltrain

A convenient, public transport option between San Francisco and San Jose. You can buy single ride tickets or, for example from Palo Alto Wholefoods, a Clipper card on which you can add monthly pass/value that can be used at most public transportations around the Bay area (such as Caltrain, BART trains, busses). If you live off campus, you can get this for free (<https://transportation.stanford.edu/transit/free-transit-incentives/caltrain-go-pass>).

You can also sign up for automatic recharges online. Service runs from 5AM until about midnight and timetables can be found online (<http://www.caltrain.com/>), on google maps or in a separate app. A trip to San Francisco will take somewhere between 40 minutes and one hour, depending on which train you take.

### 4. Lyft/Uber

The ridesharing services work excellently in the Bay area and there's always a driver available. You can register for the services by downloading the app from the app store. You can get discounted prices if you're willing to share the ride with other people going to the same direction (Lyft Line or uberPOOL). Lyft tends to be a bit cheaper, but also less reliable.

### 5. Zipcar

Zipcar is a car rental service, where user rents the car online and picks up the car from certain parking lots. The service has several cars parked around the campus which users can rent by the hour or day, gas & insurance included in the price. Users are required to register with the service (at

www.zipcar.com) and obtain a zip card via mail before they can start using the service. You can use your foreign driver's license, but you do require a US address and phone number to order. The card should arrive within two weeks from registration and Stanford students get discounted membership prices.

## 6. Rental cars

There's an abundance of car rental shops nearby campus. They will generally be cheaper than Zipcar for more than a day. You can book them directly on their website or use a search engine (such as Kayak) to compare prices first.

Enterprise is on campus and has special student prices ([https://legacy.enterprise.com/car\\_rental/deeplinkmap.do?bid=023&arc=STAFCRD](https://legacy.enterprise.com/car_rental/deeplinkmap.do?bid=023&arc=STAFCRD)). In California you can always add additional driver without extra fees. Don't forget to book insurance depending on where you come from, as this is often not part of the basic package (as I understand it, driver's here have a separate driver's insurance).

It can be much cheaper to book on a foreign website, and you do not have the hassle of checking for insurances, so it is worth checking!

## X. Bike

We absolutely recommend you to have a bike in your year at Stanford. The campus is huge and biking is the easiest and fastest way to go from a building to the other, or to go to class in case you won't live at Munger.

### 1. What bike to buy?

Well, it depends on your budget, but if you are not intending to do long cycling around California, you can definitely find a used and cheap one that will be perfect during your stay at the farm.

### 2. Ways to find a used bike

It's unfortunately a bit expensive at the beginning of the year, because everyone is buying. Since advanced degree students (LL.M and SPILS, the JSDs are on their own schedule) arrive earlier than the rest of campus, it may be worth waiting a while to see if things are better once the undergrads arrive.

- With advanced degree students from last year – Probably the easiest and cheapest option, if you can get it organized.
- SUpost – all possible used stuff is here! It is a website only for Stanford affiliates so it is supposed to be safe - <http://supost.com/>
- Craigslist – broader website with all sort of used stuff - <https://sfbay.craigslist.org/>
- Campus Bike Shop – located at Tresidder Union - <https://campusbikeshop.com/> - You can also rent a bike here for a year, but with the risk of having it stolen (and then having to pay for it) it did not seem worth it.

### 3. Where to buy a new bike

These options generally aren't cheap, but easy.

- Campus Bike Shop – located at Tresidder Union - <https://campusbikeshop.com/>
- Cardinal Bikes (very close to Campus and they sometimes offer discount for Stanford students) - <https://cardinalbikes.com/>
- Palo Alto Bicycles - <https://www.paloaltobicycles.com/>

4. Is it safe to have a bike on Campus?

Answer: NO! Unfortunately, there are many incidents of theft of the whole bike, of the wheel, of the lights, and of the seats.... Yes, the seats. So, the best thing to do is to protect your bike as much as possible!

5. Bike Lock

This is the best type of locker and will be very unlikely that your bike will get stolen:



Note that, if you are riding a bike at Stanford without the safety equipment (lights and helmet) you can get a fine: <https://police.stanford.edu/bicycle-citations.html> (and it has happened in the past).

## B. Living

### I. On Campus

We weren't able to move in until the beginning of orientation week (but housing was available as of then). If you need to request an early move in date, you need to reach out to your housing front desk for approval, which is not always guaranteed.

#### 1. Munger

Most students will live at munger. It is closest to the Law School and is seen as the "luxury residence" by other graduate students. It does have a slight waiting/hotel room character to it, so you may want to personalize it a bit.

The **single** apartments are very nice. If you are staying in a **4-person flat**, you will have your own bathroom (which is great). A lot of the advanced degree students did not meet their roommates much, as the rooms are pretty isolated – but that may be different in each case. Munger doesn't have a lot of charm, and the carpets/lighting don't really invite to have parties in the common areas.

You will probably need to by a **lamp** for your room/the common area, as it is a bit dark. There are not dishes or kitchen items there when you arrive, so you will need to organize that (in my case, my roommates did not want to purchase items together). You can borrow a **vacuum** cleaner at the munger counter (munger 5), but that becomes tedious and it is recommendable to by a vacuum at the beginning.

To **buzz** people up to your room (that is a great mystery in the beginning), they need to ring (choose your name at the bell) and you can then press 9#.

**Washing** in the washing rooms is free and they are generally available. You will require HE (High Efficiency) laundry detergent and may need to pre-wash some things. For the dryers, in order to extend the drying time, repeatedly press the button (15 minutes each time).

For the move-out, you are required to clean your room and leave on the date of graduation, of you are not granted an extension. Most people that go an extension via the official channels are staying in university housing all summer, and their new housing was not yet ready at graduation. An extension can be more difficult if you are only staying for another couple of days or are subletting a place. It is worth personally addressing with the front desk, though.

For Information on arrival, see A.VII.

#### 2. Rains

Rains is also a great option, especially if you are looking to mingle with non-law students, and they have nice(r) facilities (especially Willis Lounge). However, it is further away, so that it is sometimes not as easy to mingle with the law school community, and you will definitely need a bike.

#### 3. Escondido

Kennedy Graduate Residences located in the heart of Escondido Village, offers furnished studios, junior studios with shared kitchen to two-bedroom/two-bathroom apartments. The residences are available to graduate students in all disciplines.

EV furnished units provide the basics: bed, dining table, sofa, refrigerator, book case, and desk; all rooms have wireless internet access. Linens (sheets & towels) and cookware are NOT included even in furnished University housing. Washers and dryers must be either purchased or rented and must have an Energy Star (this indicates an energy-efficient appliance).



#### 4. Maintenance

For a flooded room, overflowing toilet, or broken faucet, shower head, or lock, call R&DE Student Housing emergency maintenance at (650) 725-1602. Note: This number is staffed 24 hours a day for student housing emergency maintenance. If you call emergency maintenance after normal business hours, a voicemail service will pick up. When the university's central dispatch office picks up, be sure to give the dispatcher your full name, phone number, house name and address, and the exact location of the problem.

Submit a Fix-it request for all other service needs: <https://fixit.stanford.edu/CreateRequest>.

#### 5. Lockout Assistance

If you are locked out, Housing Front Desk staff for your building can loan you a key for your room or apartment during normal business hours. Call **(650) 725-1602** for lockout assistance after hours from the R&DE Community Access Response Enterprise (CARE) team. You will need to present a Stanford ID or Government-issued ID to receive a key, and there is a \$45 charge for lockout assistance provided through the CARE team. Graduate students are provided one complimentary CARE team lockout assistance per academic year.

#### 6. Computing/Internet Service

Contact your Resident Computer Consultant.

See Computing Self-Help <http://www.stanford.edu/services/ithelp/>

#### 7. Stanford Student Alcohol Policy

Stanford University places limitations on the use of distilled liquor/spirits/hard alcohol (alcohol by volume 20 percent and above; 40 proof); distilled liquor/spirits/hard alcohol in bottles, containers, etc. smaller than 750 ml are allowed under this policy for people 21 years of age or older but must be contained and stored in the original bottle, container, etc. in which was purchased from a licensed establishment. Please see: <https://alcohol.stanford.edu/alcohol-policy-faqs>. We have seldom had an issue with drinking openly around munger, and if Stanford police were called it was mainly for noise complaints. They just asked that we quite down.

#### 8. Smoke-Free Environment Policy

Stanford University prohibits smoking of tobacco products and electronic smoking devices in classrooms and offices, all enclosed buildings and facilities, in covered walkways, in University vehicles, during indoor or outdoor athletic events, during other University sponsored or designated indoor or outdoor events and in outdoor areas designated by signage as "smoking prohibited" areas.

Except where otherwise posted as a "smoking prohibited area," smoking is generally permitted in outdoor areas, except during organized events. Outdoor smoking in non-prohibited areas must be at least 30 feet away from doorways, open windows, covered walkways, and ventilation systems to prevent smoke from entering enclosed buildings and facilities. To accommodate faculty, staff and students who smoke, certain areas of existing courtyards and patios are designated as smoking areas, and ashtrays are provided. (Administrative Guide Memo 2.2.6, which is available at: <https://adminguide>.)

## II. Living off Campus

...is fun, but you can also have major FOMO (fear of missing out) in case you are at least a bit social :), especially if you live far from the campus. It can be cheaper and somewhat more comfortable, especially if you find roommates to bundle together for a bigger place. On the other hand, you will have to deal with commuting to and from campus, meaning that you will need to pack accordingly for whatever is on your schedule on particular day. Also, you will have to deal with the usual stuff – utilities,

internet, and also security deposit – something that you don't have to deal with when you choose campus housing.

Websites to use:

- <http://Supost.com>
- <http://Craigslist.com>
- <http://Zillow.com>
- <http://Hotpads.com>

The utility companies usually require a deposit to establish your credit when you open an account. You should inquire about “typical energy bills” when you rent your apartment or house and take the information into consideration when you make your selection. Be sure to find out if garbage collection is included in your utility bill or if you have to make separate arrangements for this service. If you rent an apartment, utilities are normally included. Many landlords pay the water bill, so be sure to find out if you or the landlord will be responsible for the water bill. If you are in a house, you may expect the water bill to be high, especially if there is a large yard or pool.

Palo Alto has its own public utility that delivers water, natural gas, electricity and garbage collection. The rates for electricity and gas are lower than in other nearby towns.

General advice - Do your due diligence, there are occasionally scammers out there. Do not pay anything upfront without seeing the apartment. But I don't have to tell you this, after all, you are lawyers, right?

### III. Dining Halls

There are numerous dining halls around the campus connected to dorm life for the undergrads. It's not fine dining fare (if you're used to that). Their selling point is they only use the freshest ingredients from around Stanford or around the Bay Area.

When you have your student ID, you could purchase 'meal plans' and 'Cardinal dollars' via the website of Residential & Dining Enterprises of Stanford University (<https://rde.stanford.edu/dining/meal-plans>). If you know you will be eating most of the time from these dining halls, it is suggested to buy the 25 or 50-meal plans. The more meals you have in your meal plan the less you need to pay for each meal, e.g. it could go as low as 5.40/meal for breakfast and 8.55/meal for lunch. Without meal plans, you could pay regular rates of 9.50 for breakfast and 15.50 for lunch. It is very expensive to eat at a dining hall without a meal plan (\$15 for lunch).

If you think you'll get by cooking your own meals in your apartment or dining out at uber expensive restaurants at downtown Palo Alto every day, then don't bother with getting meal plans.

### IV. Groceries

- TRADER JOES  
Within comfortable biking distance from school: 774 Emerson Street.
- SAFEWAY  
Closest AKA Secret Safeway: 325 South Sharon Park  
Closest Full-Size Store: 525 El Camino Real
- WHOLE FOODS  
Within comfortable biking distance from school: 774 Emerson Street.
- INSTACART

FREE, SAME-DAY trial period delivery when you sign-up. Target, Whole Foods, Costco, Wine etc. It works fairly well, but the drivers tend to get lost around munger, so you have to be available to find them. Their location will be visible in the app. Be sure not to miss the deadline to cancel the subscription if you do not like it! Unfortunately, you can only order alcohol from specific stores.

- **AMAZON FRESH**  
Amazon Fresh also has a trial period to test their fresh delivery services and works similarly as Instacart (although I found the groceries to be better if ordered at Whole Foods from Instacart).
- **MUNGER MARKET**  
Pricey, but close at hand in Munger. There is no alcohol.  
Munger 5 (Jacob Sorenson), First Floor.
- **CALIFORNIA AVE FARMER'S MARKET**  
This happens every Sunday. They have fresh produce and delicious food. It's biking distance from the school. Located on Cal Ave between El Camino Real and the Cal Ave Caltrain station.

#### V. Household Items

You will probably need to purchase many new household items, if you don't get things from the last advanced degree students batch. At the beginning of the Autumn quarter, you can also get things from the loan closet. They may also be available beforehand if you schedule an appointment with them: <https://ccisstanfordu.org/started/closet.html>.

- **TARGET**  
You can get most household items you will need in the beginning here.  
  
2485 El Camino Real, Redwood City, CA 94063  
(650) 363-8940  
Opening Hours: 08:00–00:00  
  
555 Showers Dr, Mountain View, CA 94040  
(650) 965-7764  
Opening Hours: 08:00–23:00  
  
1775 E Bayshore Rd, East Palo Alto, CA 94303  
(650) 388-7949  
Opening Hours: 07:00–22:00
- **IKEA**  
1700 E W Bayshore Rd, East Palo Alto, CA 94303  
Opening Hours: 10:00–21:00
- **AMAZON PRIME STUDENT**  
Amazon Prime offers a 6-month free trial and is very handy. The delivery men (generally) have access to the buildings, so that you will not have to worry about a package being left outside. The delivery is quick, on average two days.

## VI. Pets on Campus

Stanford is a really dog friendly community. As you will see when you arrive here, there are dogs everywhere. However, it is important to know that, to have a dog living with you within a Stanford Residency, your pup must be either a Service Animal or an Emotional Support Animal (ESA). I'll give some important info and tips on having pets on campus and around Palo Alto, however, first I'll explain what an emotional support animal is and what are the requirements to qualify for that.

### 1. But first, what does Service Animal/ESA mean?

According to the information provided on the Stanford website, a service animal is a dog that has been individually trained to do work or perform tasks for the benefit of an individual with a disability. An emotional support animal is an animal that provides emotional or other support assistance that alleviates one or more identified symptoms or effects of a person's disability. Both types of animals need to be registered in advance before your arrival at Stanford, so that you are allowed to bring your friend to live with you on campus. I would strongly recommend starting the procedure a few months before you come to Stanford, to make your arrival and stay as smooth as possible.

For more information and forms required, please visit: <https://oae.stanford.edu/support-animals-stanford-student-housing> and [https://rde-stanford-edu.s3.amazonaws.com/Housing/PDF/SH\\_animal\\_policy\\_040517\\_accessible\\_0.pdf](https://rde-stanford-edu.s3.amazonaws.com/Housing/PDF/SH_animal_policy_040517_accessible_0.pdf).

### 2. Once your pup is here...

As I said, Stanford is a very dog friendly place. However, rules here are pretty strict and, even if pets are allowed in most places (provided that they are under leash and supervision of their owners), some closed venues do not allow dogs. Classroom and the library, for example, theoretically don't, so I would strongly recommend you ask your teacher before you decide to bring your pup to class.

Another important thing to keep in mind is that, even if Service Animals and ESA are allowed in Stanford Residences, they are not allowed disturb neighbors or cause any damage to the apartments. Dogs that bark a lot, for example, can disturb neighbors and, in extreme circumstances, could be asked to leave.

### 3. Your pup's health

As you may already know, the United States is very concerned with people's health, therefore, it is no different when talking about dogs. Please make sure all the vaccines required for your pup are up to day (special attention to Rabies and Canine Influenza – which are mandatory here) and keep the vaccination card well-kept with you. Also, micro chipping is mandatory under California Law, so make sure you do that once you arrive. Many veterinarian clinics do that procedure, one that I would highly recommend for all purposes is Adobe Animal Hospital in Los Altos – their service is great and they have a dog pharmacy inside their facility.

### 4. When you travel

Dogs are not allowed to stay unattended for longer periods on Stanford Residences. So, when you travel, you may have to arrange accommodations for your pet. Some that I would recommend are Wag Hotels and the Pawington (very near SF Airport, so it is super handy when you are taking a flight after leaving your pup). Also, there are two apps that work greatly in the area, both for dog sitting and boarding – Wag and Rover.

If you plan to take your pup on a road trip, make sure you have a crate in your car, otherwise you might be stopped by the cops! Also, keep in mind that while many hotels in the area are dog friendly (or dog passionate, how they like to be called), most of them do not allow your dog to be left unattended, which may ruin romantic dinner plans haha. So, ask before you go ☐

## 5. Dog Walking and Walkers

Stanford campus is beautiful and I am sure you'll find many trails and hiking spots to take your pup to visit. Keep in mind that the Dish is NOT dog friendly (and it can be even dangerous for your pup, considering the abundance of wild life in the area). I would highly recommend asking before you go.

For dog walkers, I would highly recommend the Wag app – they are efficient and very responsible. Keep in mind that they are pricey – as everything related to dogs around the Bay Area.

## 6. Always book in advance

Remember that because the Bay Area is extremely dog friendly (and everyone seems to have dogs around here), keep in mind that you should book hotels and dog boarding always in advance, especially on weekends and holidays (like Thanksgiving or Christmas, for example). Surprisingly, every hotel seems to be overbooked a long time in advance.

## VII. Contacts

- MUNGER  
Munger Graduate Residence Housing Front Desk  
554 Salvatierra Walk  
Jacobson-Sorensen Hall  
Stanford, CA 94305  
Telephone: (650) 723-3225  
Office Hours: 8:00 a.m. - 5:00 p.m. (closed weekends and holidays)  
Email : [mungerfrontdesk@stanford.edu](mailto:mungerfrontdesk@stanford.edu)

### Contacts

Riley Saito  
Front Desk Supervisor  
(650) 723-3225

Keith Santiago  
Housing Building Manager  
Office: Jacobson-Sorensen Hall  
(650) 723-3230  
[keiths@stanford.edu](mailto:keiths@stanford.edu)

- RAINS  
Escondido South, Rains Houses, Studio 1  
203 Rosse Lane  
Stanford, CA 94305  
Telephone: (650) 725-4739  
Office Hours: 8:00 a.m. - 5:00 p.m. (closed weekends and holidays)  
Email: [rainsfrontdesk@stanford.edu](mailto:rainsfrontdesk@stanford.edu)

### Contacts

Aaron Martin  
Front Desk Supervisor  
Office: Rains Housing Front Desk  
(650) 725-4739

Ryan Delaney  
Housing Building Manager  
Office: Rains Front Desk  
(650) 725-0850  
rdelaney@stanford.edu

- HOUSING ASSIGNMENT SERVICES  
408 Panama Mall, Suite 101  
(650) 725-2810  
Email: studenthousing@stanford.edu  
<http://housing.stanford.edu>

## C. Insurance and Medical Care

Regarding insurance, Stanford University sponsors Cardinal Care as the main health insurance provider. Few tips for new and prospective students enrolled under Cardinal Care:

### I. Single Students

For single students, quarter-whole health fee payment is included in your quarterly bill. When you pay your Stanford bill at the beginning of each quarter, the corresponding health fee is included in it.

### II. Students with Dependents

For students with dependents a distinction must be made: only the student's health fee will be included in the corresponding bill as explained in 1. above. For your dependents to be included in Cardinal Care, you will need to:

- (1) Go to Vaden Health Center, located in 866 Campus Drive, Stanford, and register each of them with the person in charge. In a few days, you should get a HealthNet card for each one, including the student. HealthNet is the company in charge of managing Cardinal Care benefits and coverages. This card is very important since you need to show it each time you require health services. Keep it in a safe place.
- (2) In the following days you will need to register in HealthNet website - <https://www.healthnet.com/> - in which you will access you and your dependents health stats.
- (3) To pay for each of your dependent's health fee you will need to call Health Net. Several options for payment are provided. If you like, you can pay in advance.

### III. Vaccinations/Forms

You will be required to have a physician fill out the Immunization Form ([https://vaden.stanford.edu/sites/default/files/non-medical-immunization-form\\_5.2016.pdf](https://vaden.stanford.edu/sites/default/files/non-medical-immunization-form_5.2016.pdf)). You then need to enter verified dates of your vaccinations into your web form via VadenPatient and send a completed form to Vaden. The deadline for new graduate students is July 31.

Send completed forms to:  
Fax : 650-498-1118  
Email : vaden-emr@stanford.edu  
Postal Mail: Vaden Health Center  
Attn: Medical Records  
866 Campus Drive  
Stanford, CA 94305-858

If you cannot locate your immunization records, you have two options:

- You can be re-immunized, or
- See your doctor re: having a blood test to determine immunity to measles, mumps, and rubella.

Please note that if your blood test indicates you are not immune, or the result is negative or equivocal you will need to be re-immunized by the deadline.

It is possible to be vaccinated for some of the diseases after your arrival at Stanford. You will be on hold and not be able to register for classes in the meantime, but that is the case either way due to your visa status until you arrive on campus.

For additional information check <https://vaden.stanford.edu/about/entrance-health-requirements>. For questions about the health requirements contact Vaden Health Center staff at [vaden-emr@stanford.edu](mailto:vaden-emr@stanford.edu); remember to use your [@stanford.edu](mailto:@stanford.edu) email account when sending an inquiry via email.

#### IV. Waiver from Vaden Health Insurance

You are allowed to have an alternative insurance, but its coverage will be reviewed – and must be accepted – by Stanford in order for you to keep it. It was surprisingly easy in my case. The foreign insurance I had was very used to filling out the form required for Vaden. The form can be found here: [https://vaden.stanford.edu/sites/default/files/insurance-coverage-certification\\_fy18\\_0.pdf](https://vaden.stanford.edu/sites/default/files/insurance-coverage-certification_fy18_0.pdf). The deadline to do this is **August 15**. For more information see: <https://vaden.stanford.edu/insurance/choosing-your-insurance/waiving-cardinal-care-international-students>.

#### V. Contact

VADEN STUDENT HEALTH SERVICES  
866 Campus Drive  
(650) 498-2336  
<http://vaden.stanford.edu/>

## D. General Information on the Law School and Courses

### I. Beginning Classes

First information on how to prepare for class and what to read can be found on canvas. Generally, the professors will post the syllabus well in advance (and sometimes circulate it by email). You will need to be enrolled (or at least waitlisted) on aclass in order to receive access on canvas, and if you are auditing a class you will only be granted access separately. At the beginning, this can be an issue if your enrollment hold has not been lifted yet (see A.II). Therefore, at the beginning you may need to request the syllabus from other students if you are still deciding whether to take the class.

### II. Units

Students must take at least nine (9) quarter units of course work for credit toward their degree in each quarter and pass at least eight (8) such units by the date all grades for the quarter are due. Students who take fewer than 9 units or pass fewer than 8 units during any quarter may be subject to dismissal or be required to take an additional quarter of coursework in order to graduate by the Petitions Committee.

No student may take more than 14 quarter units of course work for credit in any quarter, except upon an approved petition: <http://stanford.io/2wOokx2>. To my knowledge, this has generally been granted in winter or summer, but fellows prefer to leave it at the 14 unit limit in autumn.

To obtain an LLM degree, students must complete at least 35 but no more than 45 approved quarter units of course work. At least 26 of these units must be in Law School courses.

An LLM student may not work more than 20 hours per week during the term.

LLM students can't take part in a clinic.

### III. Course Evaluations

You can find the tab for student evaluations on canvas. It can help you assess how the students liked the class, but also how much work it was and whether the subject really interests you. To get a better idea, you can also find old syllabi from some professors at <https://digitalreserves.law.stanford.edu/syllabus/> (or even glance at an old outline, see D.III).

### IV. Strategies - How many classes/When

There's really no right and wrong here, and different students will have different priorities in different moments of the year. It is fine to check out classes upon arrival on campus, before the actual Autumn Quarter starts at the end of September – you can't enroll while you are still abroad anyway, as you will still have your enrollment hold in place (see A.II).

Here are some things you should have in mind when making this decision:

Plan out your year: Take some time to review all the tentative schedule grids for the year, available at <https://law.stanford.edu/education/courses/stanford-law-class-schedule-grids/>. The number of classes can be overwhelming, and it worth taking the time to plan it out. The fellows are very eager to assist in this when you are here (do look at the course evaluations to supplement their input). The explore resources website was the best I could find for classes outside the law school (<https://explorecourses.stanford.edu/>). You will still find out about some cool classes later, and you will end up reshuffling. It's fine to do that when you have arrived here and are taking the introductory classes – your classmates will likely tell you about classes you did not even think of taking beforehand. You do not have to make any final decisions until the beginning of the actual Autumn Quarter, but it may be nice to have a broad idea of what you plan your year to be, and to enroll in your favorite courses once your hold is lifted. Check for potential conflicts: you may need to choose a different class to qualify for the NY Bar Exam or be able to find something similar or related in other quarters to make up for something you will not be able to take.



When the quarter starts, you can use the first three weeks to check out classes at the Law School (see D.III), although the professors will begin with content immediately and it is not recommendable to miss classes (which is hard if you want to look at to simultaneous classes). The deadline is shorter at other schools (in particular the GSB).

Be mindful of the minimum/maximum units required to be taken each quarter (see D.II). Bear in mind that the per-quarter limit of 14 units is there for a reason and roughly corresponds to what an average Stanford Law student can take without losing their minds (too much). You should also remember that you do may want to have the time to prepare well for your courses and that there are many other things happening on campus, and that it is a trade-off. Should you want to do more, you can always ask, subject to approval of your teaching fellow.

When choosing your classes, also be aware of what they will require you to do. Do they have assignments during the quarter, a final paper or a final exam? You will not want to take only exams, and you don't want to write too many papers. Many of us had one or two papers and one or two exams per quarter and that was fine. Bear in mind that in the Spring Quarter, the paper deadline is much earlier, since in the other quarters you get time after the quarter to write them, so you may not want to write too many papers then.

You can also choose classes in function of the grades you can get. If you take an MP (Mandatory Pass) class, it will still often be much work during the quarter, but the pressure is off since you know you will get an MP at best. It helps to have one or two MP classes a quarter. In addition, for the job hunt it is recommended to have one H a quarter. You can therefore strategically devote more time to one or two classes to get that H.

Do you plan on taking the bar? Which one? The NY Bar has several course requirements and a maximum number of units outside of the law school (see E.III). Take that into account when choosing your courses.

Finally, subject to your interest in specific courses and when they take place, there are some things you may want to consider in the decision of when to work harder and when to take it easy. In the Fall quarter, you are still getting used to studying again and to the SLS style of classes, which may be a shock. But, at the same time, it is the longer quarter, and the longer term deliver any research papers (mid-Winter). During the ending of this quarter you will have to do your research and applications for the NY Job Fair. In the Spring quarter, you have the final sprint for job hunting if you do not yet have an offer, and job hunting/application takes some time. Some may start studying for the bar, and even relax a bit after two quarters of studying.

## V. Add-/Drop Deadline

### 1. Adding a Course

The default deadline for adding a course is 5:00 p.m. on Friday of (currently) the third week of classes. However, an instructor may designate an earlier add deadline and different deadlines apply to quarter courses.

### 2. Dropping a Course

The default deadline for dropping a course is 5:00 p.m. on Friday of the third week of classes. However, an instructor may designate an earlier drop deadline.

### 3. Petition to Add or Drop a Course after the Deadline

A student who wishes to add or drop a course after the official deadline must petition the Petitions Committee to do so. Such petitions are granted only in extraordinary circumstances and require the consent of the instructor. Petitions are available from and should be returned to the Law School Registrar's Office (room 100).

## VI. Policy Labs

Policy Lab practicums offer students the opportunity to receive academic credit for policy analysis relevant to current issues, typically at the request of a government or non-profit client. Admission is typically by consent of the instructor, allowing faculty to match student skill sets and interests with particular aspects of the subject and build student teams with complementary abilities. Some teams include graduate students from other departments and schools. Some of the policy labs can count towards the pro bono requirement of the NY bar.

## VII. Classes outside SLS

Do check out classes outside the law school. It is always worth personally talking to a professor if he is giving a class you may want to take (and don't know if you can follow or can't get in). It is absolutely normal, and the other students do it the same way.

### 1. Graduate School of Business

Check out the Graduate School of Business's courses here: <http://exploreddegrees.stanford.edu/graduateschoolofbusiness/#courseinventory>. On the GSB website, you can apply to take part in the classes at the GSB (although in our case this wasn't possible until the Autumn Quarter had started). You will generally only be able to get into a class if there is enough space after the GSB students have picked their classes (you can check this at <https://explorecourses.stanford.edu/>), but it is worth talking to the professors even if the class is closed and you have a good reason. Some basic classes are reserved for MBA 1s (the same way the introductory law classes are reserved for 1Ls in the fall), so you can't take these.

For those of you interesting in business strategy and entrepreneurship, Professor Robert Siegel (<https://www.gsb.stanford.edu/faculty-research/faculty/robert-e-siegel>) is pretty awesome. His classes are like a TED talk

### 2. D-School

Do remember to check out the D-School well in advance (or the start end of September), as they fill up quickly. Most students really like the more hands-on experiences they had here. The link is <https://dschool.stanford.edu/classes/>, and you can sign up for their mailing list to get informed about classes. Even if you miss the main classes, they often have pop-ups or workshops on weekends.

## VIII. Auditing

A class audit is when you sit in on lectures but do not receive a grade.

There's an informal auditing system. You should email or – better – personally talk to the professors at the first class and ask if they will let you audit.

At the GSB, this generally requires there to be some space left in the class (you can check this at <https://explorecourses.stanford.edu/>). Some won't, *e.g.* Rob Siegel's class. If you get permission, for law school, they (or their assistant) will add you as an "observer" on canvas (where course materials are shared). Often, the permission isn't given until after the add-/drop deadline, when they know how many people are attending the class. For schools other than the GSB, like the Engineering School, Earth Sciences or others, you need to write to the professor in advance and request to audit the course. Usually, they should let you audit.

Depending on instructor preference you may be asked to do homework and participate, but most class audits assume you will not do the homework and not be allowed to participate even if you want to. Audits are great for classes where they are either 1) sold out OR 2) largely lecture based. Auditing works less well for experiential classes (*e.g.* public speaking) or where the real learning comes from doing homework or group.

Some of us audited many classes but do know that it will take time – you may want to prepare for the class even if you are not taking it to get the maximum out of it. Do note that courses that one audits do not show up on the transcript and one does not get credit for them while counting your law school minimum or maximum credit units.

## IX. Books

For course books, see if you can acquire any books from the leaving advanced degree students. They are all seeking to get rid of them. In addition, once the autumn quarter starts, you can try to get some books at the APILSA book closet. It opens at the beginning and the end of the quarter – the information is circulated by email. You can also look to buy books at the bookstore. They have a best price deal, so if it is cheaper to buy them on amazon they will lower the price.

If you want to, you can also rent the books, either at the bookstore or on amazon. In our experience, amazon was cheaper and works pretty well.

I would not recommend just scanning the books, as you will literally wind up scanning all of it. We did it for one class, as we were only required to read very select sections. We circulated the scans within the group.

- BOOKSTORE  
White Plaza  
519 Lasuen Mall  
(650) 329-1217  
[www.stanfordbookstore.com](http://www.stanfordbookstore.com)

## X. Outlines

An Outline can often be brought to the exam and used as reference during the test, so it is useful to have. Many students outline at the end of the quarter, some in parallel to the class. SLATA Outlines were made and provided by past students to prepare for exams at <https://law.stanford.edu/slata/slata-outlines>. If you did one, consider uploading it to the database to help your future colleagues!

## XI. Exams

### 1. Old Exams to Practice

Most students study with their outline, with an old outline, and/or old exams. Old exams that professors have provided can be found here: <https://digitalreserves.law.stanford.edu/>.

### 2. Honor Code and Blind Grading Policy

Law School examinations are conducted in accordance with the University's Honor Code. No one will be watching to make sure you abide by the rules – that is on your honor.

All examinations are graded on a “blind” basis. Each quarter, students are assigned a number by the Law School Registrar for each of their final examinations and must use that number for identification on the appropriate final examination that quarter. If class participation is part of a grade, it is factored into the grade only after the instructor has submitted a preliminary grade on the blind-graded examination to the Registrar.

### 3. In-Class Exams

#### *a. Administration*

Students are allowed to take in-class examinations on laptop computers, provided the professor has not opted out of the laptop alternative. Students who wish to write their in-class examinations in a bluebook may do so. Students are not permitted to use earphones during an in-class exam although earplugs are allowed. All cellphones must be turned off and put away. The instructor determines whether

or not it is closed book, open book, or partially open book. If there are no instructions regarding whether the exam is open book or closed book, students must assume that the examination is closed book and that no outside materials may be used during the examination. Where outside sources are permitted, those sources must be in printed or handwritten form. Thus, students may not log on to the internet or access other documents on their computer during an examination.

#### *b. Scheduling*

Most exams are “self-scheduled.” This means that students may choose the day during the exam period on which they wish to take each of their in-class and one-day take-home examinations. The Law School Registrar’s Office will determine the start times for the examinations. A detailed examination schedule is posted on the Registrar’s Office page of the Law School website when finalized (and generally emailed).

### 4. Take-Home Exams

Take-home exams are completed outside the room designated by the Law School Registrar.

#### *a. One-Day Take-Home Exams*

A one-day take-home examination is handed out at the Law School Registrar’s Office and returned on the same day, beginning at 8:30 a.m. and ending at 4:30 p.m. Students submit one-day take-home exams by uploading them to Canvas. They then return the exam questions to the Registrar’s Office. One-day take-home examinations are open-book, but students may not discuss a one-day examination among themselves unless the instructor specifically grants permission to do so.

#### *b. Extended Take-Home Examinations*

An extended take-home examination is taken over a longer period of time. The student picks up the examination from the Law School Registrar no later than the last regularly scheduled day of classes. The examination is due no later than 4:30 p.m. on the last scheduled day of examinations. Students submit extended take-home exams by uploading them to Canvas. Extended take-home examinations are open-book and instructors must permit full discussion among students about the examination if it is an extended take-home examination.

### 5. Rescheduling due to Emergencies

If a student becomes ill or injured or is otherwise unable to take an examination on the day it is scheduled, the student must notify the Law School Registrar’s Office (650-723-0994) or the Associate Dean for Student Affairs (650- 723-6203) before the examination begins. If a student is too ill or otherwise unable to take the examination for a self-scheduled exam, the student must notify the Law School Registrar’s Office or the Associate Dean for Student Affairs before the examination period ends. Voice mail or e-mail messages are sufficient as long as they are left within the timeline described above.

It is the student’s responsibility to follow up promptly with the Registrar or the Associate Dean for Student Affairs about a new examination date and time.

### 6. Reviewing Exams

Within two weeks of the date exam grades are due, students may review their examination answers. Requests to see examination answers must be submitted in writing or via email to the Registrar’s Office, and the examination answers will be available for the student to pick up the following day. Model answers are either available via Canvas and/or submitted to the Registrar’s Office two weeks after the date they are due from the instructor.

## XII. Paper Submission

### 1. Length

For paper classes, a student is expected to submit at least ten pages of original written work for the first unit of credit and at least eight pages for each additional unit of credit. Professors may be more or less flexible on this. Reflection papers are slightly different from research papers and require less additional sources, so these may be faster to write.

### 2. Procedures

All final papers (i.e., those papers that are turned in at the end of the course and that constitute a major portion of the student's grade) must be submitted to the Law School Registrar's Office via Canvas. Even if a faculty member asks students to submit the paper directly to him/her, students must still submit the paper to the Registrar's Office via Canvas (through the "Papers and Projects" link) by the paper deadline. Some instructors grade papers blind and will therefore ask students to write their names on the last page of the paper. If an instructor does this, please comply with his or her instructions.

### 3. Due Dates

Instructors set the due dates for their course papers. A paper may be due any time during the quarter or thereafter, as long as it is on or before the final deadline set by the Law School. Students seeking a deadline extension must submit a petition to the Law School Registrar's Office at least two weeks prior to the paper deadline for that course. Individual faculty members do not have the authority to extend the paper deadline. That being said, some professors suggested an extension themselves, and I never heard it wasn't granted.

The Petitions Committee requires the following information to be submitted in support of a petition for an extension of the paper deadline:

- The current draft or outline of the paper. (Please note that the Petitions Committee will be expecting to see a draft; so, a student who turns in only an outline has an additional hurdle to overcome.) The Petitions Committee may also require additional information.
- A description of the diligence with which the student has worked on the paper prior to the date of the petition.
- A detailed explanation of the need for the extension, including a description of the research and why it cannot reasonably be completed before the deadline.
- Where appropriate, documentation from the faculty member supporting the need for more archival or empirical research and acknowledging the student's inability to reasonably complete such research prior to the paper deadline.
- Consent of the faculty member to extend the deadline to the date requested in the petition.

To assess whether or not the student could reasonably complete a paper before the deadline, the Petitions Committee considers the entire period of time during which the student could work on the paper. Therefore, a genuine emergency (including computer failure) arising near the deadline is unlikely to persuade the Committee to grant an extension.

This seems really tedious, but from what I heard it is not as difficult in practice as they make it to be.

## XIII. Grades

Grade	Description
H	Honors (exceptional work, significantly superior to the average performance at the school)

P	Pass (successful mastery of the course material)
R	Restricted Credit (work that is unsatisfactory)
F	Fail (work that does not show minimally adequate mastery of the material)
MP	Mandatory Pass (representing P or better work)
N	Continuing Course
*	No Grade Reported
L	Pass, letter grade to be reported (this is the grade you will have in your spring courses when you graduate)

It is generally difficult to fail most classes and will generally be the case only if you are absent too often (the law school requires regular attendance), do not hand in assignments or make little effort during the exams.

#### XIV. Library and Where to Study

During Orientation Week, tours of the law library are offered. Don't worry if you are busy, you can also take an audio tour if you need it later. The most important information you receive during these tours is **access to Westlaw and LexisNexis**, but you can also request this information directly at the information desk.

Reference librarians are available to answer research questions, provide research instruction, and help identify and retrieve useful legal and interdisciplinary materials. The reference desk is generally staffed Monday through Friday 9:00 a.m. – 6:00 p.m., and you can contact the desk via email at [reference@law.stanford.edu](mailto:reference@law.stanford.edu) on evenings and weekends. Reference librarians have created research guides to assist with legal research projects at <http://guides.law.stanford.edu/>. Many textbooks are available on Course Reserve.

The library's physical space accommodates both individual studying or research, and group collaboration. You can drink (not eat) everywhere in the library. You should not leave your belongings at the desks when you take a break, and (we were told) things have been stolen in the past.

The first floor is the main entrance and it is where you will find the loan desk, course reserve collection, recent additions, popular reading materials, **loaner bicycles and sports equipment**, and displays. The Loan Desk offers a wide array of electronic gadgets for check-out. Computers for student use are located on the first and second floors. You can make reservations for the team rooms on the first floor online for a maximum of 4 hours (<https://law.stanford.edu/robert-crown-law-library/student-services/library-conference-rooms/>).

The second floor of the library offers law students 24-hour-access, so you may use the library whenever you need and for as long as you want. Just outside the library, you can find a **coffee room** with free coffee in the mornings/in the evening when the university cafés are closed.

Blue Books are available in the reference section of the second floor. When you need a study break, the second-floor lounge also offers cookbooks, puzzles, and games, and it is permitted to eat here.

You can find the catalogue of the university libraries at: <https://searchworks.stanford.edu/>. Many of the library's most helpful resources are available online at <https://law.stanford.edu/robert-crown-lawlibrary/research-resources/legal-databases/>.

You may also study in other libraries on campus, and Green Library is arguably the nicest place to study. You can look at the libraries at: <http://library.stanford.edu>.

#### XV. Working as an RA

When school starts a lot of RA positions will be advertised, but people have also gotten jobs through different ways - through personal connections, through professors you do classes with, etc. The workload varies. RA positions at law school have the advantage of reducing your tuition if you work enough. RA positions are also available outside the law school if that is where your interests lie, like at the Graduate School of Business or the Global Projects Center or any other professor you personally reach out to because you are interested in the work / research that they do. There isn't always a guarantee that these RA positions outside the law school will give tuition remission, however positions with the GSB could pay up to double the amount per hour (as compared to an RA ship with the law school), but it will not count towards a reduction of your tuition.

Maybe treat work as a 2-4 unit subject depending on expectations of person you're working for. Also ask them whether they want work consistently throughout the semester, or if they're more flexible so you can do more during the breaks. Because it depends a lot on the professor, you can choose one who needs RA help only for a couple of months.

Info related to visa can be found on Bechtel's website here: <https://bechtel.stanford.edu/immigration/employment>.

#### XVI. Lockers/Mailboxes

Each student is assigned a mailbox, which is sometimes used for internal distribution of administrative notices. Professors may return papers to student mailboxes as well. Student mailboxes are located on the basement level of the link building. This is not often used, but it is useful to know where they are.

Lockers are located in the basement of the link building and the classroom building. Each entering law student is assigned a locker at the start of the school year. You will need to buy a lock to use it, and it is especially attractive if you live off campus.

#### XVII. Printing, Copy Machines and Copy Services

Printers are available on two floors of the Law Library, and it is free for law students.

Copy machines are available in the Law Library (but they are not free). Students may use either cash or a copy card to make copies. Copy cards are available for purchase in the Law Library copy room.

Students can also get copies at the copy center located in room 14 in the basement of the administration building. Students must pay for copies in cash directly.

## E. Bar Requirements

These are the general requirements for the bar as we were informed. Please compare directly on the website of the bar association or with the Office of Student Affairs to verify this remains accurate. During orientation, the Registrar may organize a presentation to update everyone on their requirements.

The New York Bar is said to be a bit easier to pass, but the California bar does not have any requirements for the LLM. With the New York Bar, you can more easily be qualified in some other stated. This is not the case for California.

### I. Registrar

The Office of the Law School Registrar certifies enrollment, degree conferral and moral character for State Bar applications.

### II. California Bar Exam

#### 1. Structure

The California Bar Exam is a two-day exam, administered on Tuesday and Wednesday. The Tuesday morning session will comprise three one-hour essay questions. The Tuesday afternoon session will comprise two one-hour essay questions and a ninety-minute “performance test.” The second day is the Multistate Bar Exam (MBE), a 200-question, multiple-choice exam. There are 100 questions in the morning, and 100 in the afternoon.

The essay portions cover Business Associations (corporations, agency, partnership, limited liability entities), Civil Procedure (Federal and California), Community Property, Constitutional Law, Contracts/Sales, Criminal Law/Procedure, Evidence (Federal and California), Professional Responsibility, Real Property, Remedies, Torts, Wills and Succession.

The MBE tests Civil Procedure, Contracts/Sales, Constitutional Law, Criminal Law/Procedure, Evidence (Federal Rules), Real Property and Torts.

The Performance Test asks examinees to draft memos or discovery documents or arguments or the like using a “closed universe” of facts, case law, statutes, etc.

For a more detailed description of the bar exam and the subjects tested, go to [calbar.ca.gov](http://calbar.ca.gov).

#### 2. LLM Requirements

LLM students who are admitted to the active practice of law in jurisdictions outside the United States are able to qualify to take the California Bar Exam without any additional legal education. You must submit proof of admission and good standing to a foreign jurisdiction after you register with the California State Bar. Please note: Registration is not the same thing as applying to take the Bar Examination. You must complete the following requirements and pay the related fees:

- (1) File a registration application as “Attorney Applicant”;
- (2) Submit proof of admission and good standing to a foreign jurisdiction;
- (3) Provide a Social Security Number or request an exemption from this requirement (if you do not have an SSN you cannot register online, you must submit all the forms, including the exemption request, in paper form);
- (4) File an application, take and pass the California Bar Examination;
- (5) File an application for moral character determination and receive a positive moral character determination from the Committee of Bar Examiners (it can take up to 6 months to obtain clearance, so you should start this process as soon as possible);
- (6) File an application, take the Multistate Professional Responsibility Examination.



LLM students who have a first degree in law from a foreign country but who are not admitted to practice law in a jurisdiction outside the United States must complete additional requirements:

- (1) You must complete the “Registration as a Foreign Educated General Applicant” and submit the fee. Please note: Registration is not the same thing as applying to take the Bar Examination.
- (2) At the same time that you submit “Registration as a Foreign Educated General Applicant,” you must submit your evaluated law degree equivalency report and “Foreign Law Study Evaluation Summary” form, which must be completed by a credential evaluation agency approved by the California State Bar.

Additionally, California has a number of specific course requirements for LLMS who want to sit for the bar exam and are not licensed in their home country, *i.e.* a minimum of one course in four separate subjects tested on the California Bar Examination that must comprise at least 16 quarter units. One of the four courses must be Professional Responsibility.

### III. New York Bar Exam

#### 1. Registration

For most jurisdictions, the New York Bar requires the receipt of your information by October in order to be able to take part in the bar exam in July. Therefore, it is best to organize all the documents before arriving in the US, and it is easiest to coordinate this in parallel with the application at Stanford Law School.

#### 2. Structure

New York has adopted the two-day Uniform Bar Exam (UBE). It is administered on Tuesday and Wednesday – with the Multistate Essay Exam (MEE) and Multistate Performance Test (MPT) on Tuesday and the multiple-choice Multistate Bar Exam (MBE) on Wednesday. The MEE consists of six 30-minute essay questions. The MPT consists of two 90-minute performance tests. The MBE is a 200-question, multiple-choice exam. There are 100 questions in the morning, and 100 in the afternoon.

The exam tests Administrative Law; Business relationships; Civil practice and procedure; Conflict of laws; Contracts; Criminal law and procedure; Evidence; Matrimonial and family law; Professional responsibility; Real property; Torts and tort damages; Trusts, wills and estates.

#### 3. Additional Exam Requirements

Applicants for admission to the New York Bar also need to complete the New York Law Course (NYLC) and pass the New York Law Exam (**NYLE**). Both are online. The NYLC is a fifteen-hour course that must be completed before applicants can **apply to** take the NYLE. The NYLC is available now and contains all of the information that will be tested on the NYLE. The NYLE is administered several times throughout the year. It is easier to take this after the bar, since you will be learning it in depth for the bar and the exam just builds on how things differ in New York.

In addition, applicants must pass the **MPRE**, which is a test on ethics. This can also be done several times a year and requires timely registration. The earlier you register, the more choice you have regarding the location for the exam. Please note that you will need a no. 2 pencil, a passport picture and (most likely) a Ziploc bag for the exam.

#### 4. LLM Requirements

New York has a number of specific requirements for LLMS:

- (1) A minimum of 3 quarter units of coursework in American legal studies, which is satisfied with the Introduction to American Law course.

- (2) A minimum of 3 quarter units of coursework in the history, goals, instruction, value, rules and responsibilities of the United States legal profession and its members, which is satisfied by the Professional Responsibility course taught before the autumn quarter begins.
- (3) A minimum of 3 quarter units of coursework in legal research, writing and analysis, which is satisfied by taking any of the following courses: Advanced Legal Writing: Business Transactions, Advanced Legal Writing for American Courts, Advanced Legal Writing for American Practice, Advanced Legal Writing: Public Interest Litigation or Advanced Legal Writing: Global Litigation.
- (4) A minimum of 8 quarter units in other courses in subjects tested on the New York State examination. A list of courses approved by the New York Board of Law Examiners is available from the Office of Student Affairs.
- (5) In addition, New York will accept a maximum of 7 quarter units outside the Law School.

#### IV. Pro Bono Requirement

Mike Winn, the Director of the Pro Bono Program of the Levin Center, oversees the law school's pro bono program. For the NY bar, students must undertake at least 50 hours of pro bono work to be admitted. The work done one year previous to the arrival at SLS can count towards these 50 hours, and so will work that is done after leaving. 50 hours is, however, quite a lot, so it is recommendable to begin as soon as possible. The different pro bono projects do not all count towards the NY Bar requirement, and they can be very different in the number of hours involved. Going on the weekend bus trips can significantly help in reaching the 50-hour limit. It is somewhat helpful to meet with Mike Winn early in the year to assess how the requirement can best be fulfilled.

Michael Winn, Director, Pro Bono and Externship Programs: (650) 725-7909  
mikewinn@law.stanford.edu

## F. LLM Programs/Spils

### I. Spils

A few brief suggestions around the SPILS experience.

- **QUANTITATIVE METHODS.**  
If you have no background on quantitative methods, you should use part of your summer to review some basics concepts about statistics. Naked Statistics, by Charles Wheelan, is an excellent starting point.
- **ENJOY WRITING YOUR SPILS THESIS.**  
Don't try to write your entire thesis in the spring quarter. Start writing your first drafts and ideas in the winter quarter. Use your fall quarter to take decisions regarding your research methods.
- **USE THE HUME CENTER.**  
The Hume Center is an extraordinary resource Stanford offers for international graduate students. Even if you think you have a great writing skill do not leave the University without visiting one of the center's incredible tutors.
- **JSD FOMO.**  
Many of you will want to apply to the JSD at the end of April. Don't let that goal interfere with your experience at Stanford. Believe me, it is going to be a fantastic year even if you are not admitted to the JSD.

### II. IELBP

The International Economic Law, Business and Policy program provides a wide variety of core courses relevant to commercial and regulatory lawyers advising on cross-border disputes and transactions. Students have been focused on broad areas of interest that include international trade, commercial and investment treaty arbitration, anti-trust along with international transactions and regulation. The colloquium covers a broad range of issues including contemporary challenges to international economic law.

The core courses and elective requirements are listed here:  
<https://law.stanford.edu/education/degrees/advanced-degree-programs/llm-in-international-economic-law-business-policy/>

### III. ELP

Besides what you probably already read in the SLS webpage, the ELP program is much more than that. To graduate from the program, you need to complete at least 35 credits (32 from the Law School courses + 3 from outside Law School courses). From those 32 law courses credits, you need to take at least 4 Environmental Law courses (one of which must be a core course, as defined by the Teaching Fellow). Also, in both the Autumn and Spring quarters you will be required to take the ELP Colloquium, in which you will need to turn as a final product a capstone paper on any topic you like.

It is highly recommended for you to take courses outside the Law School that could complement what you are already learning in it. Courses vary in number of credits, number of students and workload.

Some recommended courses you can take are the following:

#### 1. Law Courses

- Climate Law & Policy
- Modern Crosscurrents in Energy and the Environment
- Water Law
- The Business of Water
- Cities and Sustainability

- Environmental Law & Policy

## 2. Non-Law Courses

- Understanding Energy
- Energy Seminar
- Clean Energy Project Development and Finance
- Land Use
- Environmental Governance
- 1000+.

Please enjoy your stay at Stanford and take advantages of the opportunities this University presents. Welcome to the best year of your life.

## IV. CGP

Candidates for the LLM in Corporate Governance and Practice must successfully complete each of the following courses:

- Introduction to American Law
- Professional Responsibility
- Corporate Governance and Practice Seminar I
- Corporate Governance and Practice Seminar II
- Corporations

Strongly encouraged, but optional (required for the New York Bar) is Advanced Legal Writing: Business Transactions or Advanced Legal Writing for American Practice. In my experience, both classes are not that useful for lawyers that have already practiced, but as it is a NY bar requirement they are generally oversubscribed. It is important to place these classes as top priority in the course lottery.

In addition, LLM Corporate Governance and Practice students must successfully complete at least four (4) of listed business law courses at the law school. Courses outside the law school do not count. The law school has been lenient on which courses are considered business law courses in the past, and this can be done in coordination with the fellow.

The Arthur and Toni Rembe Rock Center for Corporate Governance, a joint initiative of Stanford Law School and Stanford Graduate School of Business, is especially interesting for CGP. The Center was created to advance the understanding and practice of corporate governance in a cross-disciplinary environment where leading academics, business leaders, policy makers, practitioners and regulators can meet and work together. At the beginning of the year, the center looks for an LLM representative for the Rock Center student advisory council amongst the CGP student.

There are some very interesting classes at the GSB for CGP students. Many students took the VC class at GSB rather than at the law school, that closely analyzed contractual terms.

## V. LST

Jason Du Mont is the teaching fellow, and Professor Paul Goldstein is the program supervisor. The only compulsory courses for the LST program are:

- Introduction to American Law
- Professional Responsibility
- LST Colloquium I
- LST Colloquium II

There are other requirements if you want to take the New York Bar exam, e.g. consider taking Advanced Legal Writing: Business Transactions or Advanced Legal Writing for American Practice (required for New York Bar exam).

All the formal requirements will be provided by Jason (call him Professor Du Mont), who is very organized.

Centers which are usually of particular interest to LST LLMS are:

- Center for Internet and Society (PS – if you're interested in Digital Civil Liberties, let Riana Pfefferkorn know, see: <https://cyberlaw.stanford.edu/about/people/riana-pfefferkorn>)
- Center for Law and the Biosciences
- Center for e-Commerce
- Codex

All of these centers host lunchtime talks on contemporary issues. You may also like to reach out to them and see if there are opportunities to be more actively involved.

Definitely do some courses outside of law school. Professor Robert Siegel's classes in the GSB are good (<https://www.gsb.stanford.edu/faculty-research/faculty/robert-e-siegel>). If you want to learn coding, the basic course is CS 22A. I also enjoyed taking some (light) 1 UOC classes, where you just turn up and listen, e.g. CS 309A Cloud Computing Seminar with Professor Timothy Chou (Fall Quarter) and CS 22A The Social & Economic Impact of Artificial Intelligence (Winter Quarter) with Professor Jerrold Kaplan.

## G. Administration

The Dean and the faculty of the Law School are responsible for formulating the Law School's programs. The deans are responsible for administering those programs.

### I. Deans

- ELIZABETH MAGILL  
Dean  
Executive head of the Law School. She is responsible for providing leadership in planning the Law School's future and for overseeing the administration of the school.
- MARK KELMAN  
Vice Dean  
Oversees the day-to-day academic governance of the Law School.
- NORA FREEMAN ENGSTROM  
Associate Dean for Curriculum  
Chairs the Curriculum Committee and is the person who selects and schedules the courses that will be offered each quarter.
- FAYE DEAL  
Associate Dean for Admissions and Financial Aid  
Works with the faculty's admissions committee to review applications for advanced degree students. She also oversees the Office of Financial Aid.
- SUSAN ROBINSON  
Associate Dean for Career Services  
Oversees the Office of Career Services (OCS), which provides comprehensive career services to law students and graduates on private sector and international law opportunities.
- SABRINA JOHNSON  
Associate Dean for Communications and Public Relations  
Responsible for overseeing the Law School's publications and website and for dealings with the media.
- JULIA ERWIN-WEINER  
Associate Dean for External Relations  
Supervises the offices of development and alumni relations.
- ROBERT DAINES  
Associate Dean for Global Programs and Graduate Study  
Oversees the advanced degree (JSD, JSM, LLM, MLS) programs.
- FRANK BRUCATO  
Senior Associate Dean for Finance and Chief Financial Officer  
Manages capital-planning projects and finance for the Law School.
- DIANE CHIN  
Associate Dean for Public Service and Public Interest Law

Oversees the John and Terry Levin Center for Public Service and Public Interest Law, which provides career services to law students and graduates interested in government, public interest and public policy opportunities (both domestic and international).

- JORY STEELE  
Associate Dean for Student Affairs  
Oversees both the Registrar's Office and the Office of Student Affairs (OSA), which advises journals and student organizations and runs Orientation, Graduation, and other programs throughout the year in addition to publishing the Weekly Brief.

## II. Registrar's Office

The Law School Registrar's Office is responsible for coordinating and administering course registration, examinations, and grade distribution and for maintaining student records and processing student petitions.

Enrollment verification and transcripts are available through the University Registrar via Axess.

STANFORD UNIVERSITY REGISTRAR

Website: <https://registrar.stanford.edu>

Location: Room 100 (lobby of the administration building)

General Hours: Monday - Friday 8 AM to 5 PM

Walk-in Hours: Monday - Friday 10 AM to 4 PM

Phone Number: 723-0994

SLS Registrar's Website: <https://www.law.stanford.edu/officeof-the-registrar/>

## III. Office of Student Affairs

The Office of Student Affairs (OSA), located in rooms 100, 104A, 108 and 112 of the administration building, provides information to students on a variety of issues, and acts as a liaison between students, faculty, and other administrators. OSA staff provide advice and counseling on academic and personal matters, run annual events such as Orientation and Graduation, coordinate student activities, and host workshops designed to enhance students' understanding of law school procedures and the bar exam and to facilitate the health and well-being of law students.

### 1. Funding for Student Organizations and Journals

OSA oversees student organizations and journals and provides funding through a combination of an annual budget and conference funding. A Handbook for SLS Student Organizations and a Guidebook for SLS Journals, which include **information on how to obtain funding, event planning, and spending procedures and regulations**; soft copies are available on the Student Affairs website: <https://law.stanford.edu/office-of-student-affairs/>.

Students interested in hosting an event at the Law School must first contact their organization's calendar administrator who is responsible for scheduling the organization's events. Calendar administrators are trained by the Webteam on how to post events on the Law School web calendar and request space for the event. Items on the calendar are not automatically included in the Weekly Brief. To submit an event to the Weekly Brief, e-mail <https://law.stanford.edu/office-of-student-affairs/> with the appropriate information.

### 2. Crisis Management, Advice, Counseling

OSA provides short-term counseling and other assistance with academic and personal problems, leaves of absence, and other issues that affect a law student's life. The Associate Dean of Student Affairs can help resolve classroom and personal issues and can also provide information and advice to students regarding professional counseling and other resources within the University. Specific vocational counseling is available through the Office of Career Services, the Levin Center and individual faculty

members. Students can make an appointment to see either the Associate Dean of Student Affairs or the Associate Director of Student Affairs.

### 3. Students with Disabilities

OSA is the liaison between the Office of Accessible Education (OAE) and the Law School and oversees the process of providing accommodations to law students with disabilities. Please see the SLS Student Handbook for more information on the OAE and on disability accommodations and procedures.

### 4. Contact

Jory Steele, Associate Dean: (650) 723-6203 [jsteele@law.stanford.edu](mailto:jsteele@law.stanford.edu)

Holly Parrish, Associate Director for Student Affairs: (650) 723-8974  
[hparrish@law.stanford.edu](mailto:hparrish@law.stanford.edu)

## IV. Student Services Center

The student services center is responsible for billing, enrollment verification, ID card forms, *etc.*

Tresidder Union, 2nd floor  
(650) 723-7772  
(866) 993-7772  
Open M - F, 9 - 5  
<https://studentservicescenter.stanford.edu/>

## V. Lost and Found

Lost and Found is located on the first floor of the Law Library. Contact the loan desk at 723-2477.



## H. Information on Representation, Student Organizations and Journals

### I. ADSA

The Advanced Degree Students' Association (ADSA), is a student run body to facilitate organization of literary, scholarly, cultural and leisurely events for the advanced degree students. They are the de-facto members of the body and elect their representatives 'ADSA Officers' (this year there were 4) sometime during the time frame of 15<sup>th</sup> September – 10<sup>th</sup> October. By virtue of being ADSA Co-Presidents, these officers serve as batch representatives of the advanced degree students to the Stanford Law Association (SLA).

In the academic year (2017-18), an endeavor was initiated to formally institutionalize this association, as it is currently not a registered one. For this purpose, a draft charter was prepared to streamline the ADSA structure and to confer more representation and responsibilities upon advanced degree students (see **Annex A**). The ratification of this Charter is important to give a stronger voice to the advanced degree students vis-à-vis the law school. It is urged that the students, in consultation with the office of student affairs (Holly Parrish, Associate Director for Student Affairs: (650) 723-8974 hparrish@law.stanford.edu) get the charter ratified (with any amendments as necessary) before the forthcoming ADSA elections are held. Feel free to contact the ADSA Co-Presidents of the 2017-18 academic year for any follow-ups (Mohit Khubchandani: mk22@stanford.edu).

### II. SLA

The Stanford Law Association (SLA) is the representative organization of the entire law school student body and is the organization the administration and faculty will turn to for student opinion/involvement. Via its sub-committees, it assists in the orientation of entering students, supervises student elections and referenda, and serves as a special advisory council to the Associate Dean for Student Affairs. It sponsors an active social program which includes the Law School formal and semi-formal, weekly bar reviews and happy hours, intramural sports events and football game tailgates. In addition, the Law Association has co-sponsored events with other student groups, like the Law School Musical and the Cinco de Mayo celebration. The ADSA officers serve as advanced degree representatives to the SLA. They assist the SLA in organization of events whilst bearing in mind the diverse needs and interests of the advanced degree students.

In the academic year 2017-18, SLA introduced by-laws, which were tested during the year. It is to be noted that with four people (of 30-40), the advanced degree students were unrepresented. Furthermore, they were not member of any SLA committees, since the committee members are appointed in the Spring Quarter (For instance, the Semi-Formal event had to be rescheduled in this academic year as it clashed with the NY Job-Fair for advanced degree students.).

At the end of the academic year, a **bylaw committee** composed of both JD and advanced degree students attempted to rework them. The advanced degree students on the board suggested increasing their representation to correspond with their percentage in the student body and mandating the inclusion of advanced degree students on the various sub-committees of SLA (They are the events planning committee, alumni relations committee, community development committee, mental health committee, diversity and inclusion committee and the academic affairs committee).

Going by our experience, it is important to increase the visibility of advanced degree students within SLA, and the bylaws are a means to do so. The SLA Bye-Law Committee will resume its work in the Autumn Quarter (2018-2019) to submit the final draft to the SLAs. We urge the incoming batch to take part in the committee and take the interests of the advanced degree students forward. We are happy to provide further information (Mohit Khubchandani: mk22@stanford.edu; Alina Gansen: agansen@alumni.stanford.edu).

### III. Class President

Being the LLM Class President has been a great honor and much fun. On a personal level, I feel that the role made me closer to the LLM friends, the JD classes and the law school faculty and staff. Indeed, the role turned out to be more than just organizing events: in this capacity I was also involved in solving collective academic issues of LLMs, collaborated with the Alumni Relations office, represented the LLM class in coordinating schedules of major law school events, and I was overall the official channel of communication between the SLS administration and the class.

In addition, the Class President organizes events to the class, all of which are intended to enrich the LLMs, connect them to the SLS community and, of course, make our time here more enjoyable. Therefore, as a first step, the LLM president meets with the JD 3L president(s) soon after the elections and together they make plans and decide on upcoming events. Such events varied significantly, from LLM-JD joint dinners at students' homes, through a movie-and-pizza night, to a trip to Napa Valley and a boat cruise around San Francisco. In between, there were also events that were in collaboration with the SLS faculty – for example, a joint BBQ of LLMs and recent alumni with the cooperation of the Alumni Relations office, and the Class Gift kickoff, which was organized together with the Office of External Relations.

All in all, a Class President enjoys a good measure of independence in shaping the role. This independence comes both from the law school staff and faculty – which offer their support and impose no real restrictions – as well as from the LLM class itself, which is generally supportive and enthusiastic to cooperate. As I finish my position, I am happy to have had this opportunity and I hope that future class presidents will have a good and meaningful experience too.

Do take the suggestions of a possible class president and the elections seriously, as he/she will be in charge of organizing events and coordinating with others to enable you to be a part of the SLS community.

For any further question, please feel more than welcome to email me at [treger.tomer@gmail.com](mailto:treger.tomer@gmail.com).

### IV. ILS

***TL; DR: If you are interested in international law, apply to be the advanced degree representative in the board of the ILS by late September.***

The International Law Society (ILS) encompasses activities related both to public and private law. Due to its international nature, it is one of the friendliest places for foreign students. ILS promotes the study of international law and international issues of interest to SLS students by **hosting experts to speak on current international legal topics, promoting student-faculty mentoring, facilitating student job searches, and planning social events with the international community at SLS.**

For you, it can be especially useful to further your interests in international law outside the classroom, promoting related events and networking with experts in the field. You can use this platform as a bridge to connect with people and bring them to speak at Stanford.

The organization had a budget of approximately \$4,000 in 2017-18. Several talks and panels are organized along the year. Some of the highlights were:

- SEPTEMBER: ILS Barbecue
- NOVEMBER: ILS Faculty Reception
- FEBRUARY: ILS Wine and Cheese Night

You can be part of the ILS as a general member or be elected to the executive board. The Executive Board is composed by 9 students, including one advanced degree representative. In addition

to the President (usually a 2L), JDs are elected for positions in Community Outreach, Signature Events, Institutional Development, General Board Member, and members at large. Elections for the ILS board usually take place, like in all other associations, around the end of the academic year. The transition meeting is held by the end of spring quarter.

**In early fall, the ILS holds a welcome barbecue and opens the selection process for its LLM representative to join the executive board between September/October.** Interested LLMs should then demonstrate their interest and experience in international law. Bear in mind, however, that JDs will already know each other and will already be integrated as part of the association. Talk to them during the welcome barbecue to learn more about the group.

You can also check the (not-frequently-updated) website: <https://law.stanford.edu/international-law-society-ils/>

All board members are expected to attend ILS Board Meetings (2-3 times per quarter) and to participate in at least 2 ILS events (including taking the lead on one).

In addition to serving as a liaison with ADSA, the advanced degree representative will help plan joint JD-ADSA events and complete the annual report on JD-LLM collaborations for the Russo Fund.

You should consider joining ILS if you are interested in complex international issues involving, among others: international trade law, international arbitration, international commercial arbitration, international investment law, treaty law, law of the sea, international criminal law, the laws of war, international humanitarian law, international human rights law, conflict of laws, cross-border transactions (including M&A and private equity), project finance, and transnational corporate governance.

ILS co-presidents for the year 2018-19 will be Holt Alden ([halden@stanford.edu](mailto:halden@stanford.edu)) and Aletha Smith ([aletha@stanford.edu](mailto:aletha@stanford.edu)).

Feel free to reach me in case you have any questions: [mcpul@alumni.stanford.edu](mailto:mcpul@alumni.stanford.edu).

## V. Journals

Stanford Law School students currently publish seven journals. It is possible for advanced degree students to be involved as member editor or content editor (for some journals also lead editor) in most journals except Stanford Law Review, as they have an intense competition process in the Spring. As a member editor, you would work beneath a lead editor with most of your time spent checking citation accuracy and formatting.

The advanced degree alumni recommend joining a journal! I worked as a lead editor on the STLR, and managed the editorial process for various articles, corresponding directly with authors, and managing a team of member editors. As an editor you will become familiar with the Bluebook and will be exposed to cutting edge issues (before they were even published!).

The journals are:

- **STANFORD ENVIRONMENTAL LAW JOURNAL**  
SELJ is a semiannual scholarly periodical dedicated to analyses of current environmental legal issues and policies.
- **STANFORD JOURNAL OF CIVIL RIGHTS AND CIVIL LIBERTIES**  
The Stanford Journal of Civil Rights and Civil Liberties (CRCL) is an interdisciplinary journal dedicated to civil rights and liberties issues both domestically and internationally.
- **STANFORD JOURNAL OF INTERNATIONAL LAW**

The Stanford Journal of International Law (SJIL) is a scholarly periodical devoted to analyses of current international legal issues. The student-run semiannual prints articles by professors, practitioners, and students on a wide range of legal topics, including public international law, human rights, international trade, and comparative law.

- **STANFORD JOURNAL OF LAW, BUSINESS AND FINANCE**  
The Stanford Journal of Law, Business & Finance (SJLBF) is a semiannual publication dedicated to exploring legal issues in the fields of business and finance.
- **STANFORD LAW AND POLICY REVIEW**  
SLPR is written for and distributed to the nation's policymakers: lawyers, judges, government officials, scholars in law and the social sciences, and leaders in the business world. Each issue features a symposium on a current policy topic.
- **STANFORD LAW REVIEW**  
Each year the Law Review publishes one volume, which appears in six separate issues between January and June.
- **STANFORD TECHNOLOGY LAW REVIEW**  
The Stanford Technology Law Review (STLR) is an innovative forum for intellectual discourse on critical issues at the intersection of law, science, technology, and public policy. This journal is published exclusively online.

For more information on the journals, see <https://journals.law.stanford.edu/>.

## VI. Other Student Organizations

The Law School has a wide variety of other student organizations, not all of which are active. The website is also often **not up to date** regarding the current board, so that we would recommend going to the information event put on by the student organizations at the beginning of the Autumn Quarter, as becoming involved independent from this event is tough and requires persistence.

Please note that this year, the board members of most student organizations were elected in the spring, so that it is difficult to become a member of the board for advanced degree students. In some cases, it can be recommended to contact the organization before the Autumn Quarter starts to indicate interest (to the extent the online contact information is current). However, the Office of Student Affairs intends to encourage student organizations to include advanced degree students on their boards.

You can also start your **own organization** if your interest is not represented. Then, it is relatively easy to obtain funding. However, the earlier you start, the better.

The student organizations include (or have included):

- Advanced Degree Student Association (ADSA)
- Asian & Pacific Islander Law Students Association (APILSA)
- Bio Law & Health Policy Society
- Black Law Students Association (BLSA)
- China Law & Policy Association
- Christian Fellowship
- Corporate Law Association
- Criminal Law Society (CLS)
- Drama Society (SLS Musical) – It is possible to participate in the Spring Quarter.
- Entrepreneurship Club
- Environmental Law Society (ELS) Fashion, Art & Design Society

- Federalist Society
- First Person
- Iraqi Refugee Assistance Project (IRAP)
- J Reuben Clark Law Society
- Jewish Law Students Association (JLSA)
- Law Students for Disability Rights
- Law Students for Reproductive Justice
- Middle Eastern and South Asian Law Students Association
- Muslim Law Student Association (MLSA)
- National Lawyers Guild (NLG)
- Older & Wiser Law Students (OWLS)
- OUTLAW (*LGBTIQ Association*)
- Shaking the Foundations
- SLS Against Gendered Violence
- SLS Democratic Socialists
- Stanford Advocates for Immigrants' Rights (SAIR)
- Stanford Critical Legal Studies
- Stanford Entertainment & Sports Law Association (SELSA)
- Stanford Intellectual Property Association (SIPA)
- Stanford International Human Rights Law Association (SIHRLA)
- Stanford Latino Law Students Association (SLLSA)
- Stanford Law & Business Association
- Stanford Law & Technology Association (SLATA)
- Stanford Law & Wine Society (SLAWS)
- Stanford Law Association (SLA)
- Stanford Law Democrats
- Stanford Law First Generation Professionals
- Stanford Law School Mock Trial Program
- Stanford National Security and the Law Society (SNSLS)
- Stanford Plaintiffs' Lawyers Association
- Stanford Prisoner Advocacy and Resources Coalition (SPARC)
- Stanford Program in Law and Society
- Stanford Public Interest Law Foundation (SPILF)
- Stanford Republicans
- Stanford Robotics Law Association
- Stanford Tax Club
- StreetLaw
- Student Animal Legal Defense Fund
- Students Interested in Legal Academia (SILA)
- Women in Politics
- Women of Color Collective
- Women of Stanford (WSL)
- Youth and Education Advocates of Stanford (YEAS)

More information about these organizations can be found at <http://www.law.stanford.edu/studentlife/organizations>.

## VII. Outside SLS

There are several organizations that one can get involved in outside the law school as well. These not only widen your network but also give exposure to activities, seminars and workshops which

could be more practice-oriented in your field of interest that overlaps with the law. These organizations are always excited to have law students since it makes things inter-disciplinary and therefore more interesting. Anyone from the ELP program and interested in Energy, should definitely join the Stanford Energy Club – it has graduate and undergraduate students and they have a selection process for becoming an Energy Officer in the Autumn. Similarly, there is the Natural Gas Initiative.

One needs to be pro-active in looking for getting involved in stuff outside SLS, there is no one data base that has a list of organizations. Based on one's interests outside or overlapping with the law one can check the Stanford website. A lot of the GSB organizations also take law students, which again have an application and selection process in the Autumn. There are also fairs for both graduate and undergraduate organizations in the beginning of the quarter and signing up at the various booths, gets you on the mailing listserv which is a great way to be aware of the happenings on campus.

## I. Job Search

### I. General

As Elizabeth from the Office of Career Services (OCS) emphasizes, if you don't use your law firm's connections beforehand it is extremely hard to get an OPT job. If you want to get a permanent is even harder because you compete with the JD's as well. Bear in mind that with the OPT programs US law firms look for business opportunities.

One essential thing is contact - to get to know as many people as possible, attend many job fairs, etc., to build a network which will help you get in the necessary circles since a reference is the best thing to find a job everywhere, especially in the US. That being said, only a handful of people managed to find a job via contacts rather than from previous contacts or normal job ads. Do go to the New York job fair. Even if the offers can be discouraging, going to New York with all of the LLMs in the US is a nice party.

Most of all, start soon. Start networking, applying, getting your old contacts in order as soon as you arrive. The earlier you get the job sorted (if that is something that is high on your priority list), the better the remaining LLM experience will be. It's already so short.

That being said, in the end many of us have successfully found a job, so it is absolutely possible to get a position in the US.

### II. Office of Career Services

The OCS serves as a bridge between students, alumni and employers with a focus on private sector careers. The cornerstone of OCS is individualized counseling. OCS provides guidance and resources on self-assessments, resume and cover letter review, preparing for interviews, and employer research. This includes a variety of career programs and workshops, including:

- “Spotlight” lunches focusing on specific practice areas and career paths (These have not been very informative for advanced degree students in the past)
- Resume Workshops
- Interview workshops
- Mock Interview Program (where students can practice their interviewing skills)

OCS also offers two On-Campus Interviewing programs (OCI). Spring OCI is focused primarily on 1L recruiting. During Fall OCI, over 200 employers representing more than 450 offices visit the Stanford Campus to recruit 2Ls and 3Ls. This is **open** to advanced degree students to the extent firms are willing to meet with them.

For additional information, visit the OCS website: <http://law.stanford.edu/ocs>.

Contact: Elizabeth Di Giovanni, Director of International and Advanced Degree Programs: (650) 723-0363; [earmand@law.stanford.edu](mailto:earmand@law.stanford.edu)

### III. The John and Terry Levin Center for Public Service and Public Interest Law

The John and Terry Levin Center for Public Service and Public Interest Law (the “Levin Center”) supports students pursuing public interest careers. The staff provides services including: pro bono and career counseling; developing and implementing public interest programs and advising on courses relevant to public interest practice and pro bono. The Levin Center coordinates a variety of workshops and educational programs which highlight substantive areas of practice and contemporary issues.

This can be very focused on US government or domestic work generally, so it is not always transferrable. However, the center does have contacts that can be of interest for an international public interest career.

Contact:

Titi Liu, Director, International Public Interest Initiatives: 736-8088 [tliu@law.stanford.edu](mailto:tliu@law.stanford.edu)

Anna Wang, Executive Director: 723-2519 [annawang@law.stanford.edu](mailto:annawang@law.stanford.edu)



## J. Partners

### I. Stanford ID

The Campus Card (variously known as the Stanford ID Card, University ID, or Student ID) serves as: an identification card, an electronic key card controlling access to residence and dining halls, libraries, recreational facilities, and office buildings. It can also be used as debit card to purchase goods and services at select locations on campus. Courtesy Cards are issued to certain university affiliates, including spouses and domestic partners. It is sufficient to have a **joint bank account** with your partner for him/her to obtain a courtesy card (marriage or other legal status is not required). See the Courtesy Cards web page for more information: <https://itservices.stanford.edu/service/campuscard> (See Applications and Services for more information).

Partners and families can participate in activities and utilize services offered by the Bechtel International Center (referred to as the I-Center) on campus. <http://icenter.stanford.edu>.

- ID CARDS  
Tresidder Union  
459 Lagunita Drive, 2nd Floor  
(650) 498-CARD  
<https://uit.stanford.edu/service/campuscard>  
<http://itservices.stanford.edu/service/campuscard>

### II. Educational Opportunities

#### 1. Stanford Continuing Studies

<http://continuingstudies.stanford.edu/>

Stanford Continuing Studies offers a broad range of courses in Liberal Arts & Sciences, Creative Writing, and Professional & Personal Development. The courses are designed to cultivate learning and enrich the lives of adults in the Bay Area. Courses are primarily taught by Stanford instructors and are open to everyone.

#### 2. Bechtel International Center

<https://bechtel.stanford.edu/programs-and-events/spouses-partners-and-families>

Bechtel sponsors a wide variety of programs, informal classes, and tours for the benefit of the Stanford community, partners, and family members. Programs include classes in English (and other languages), international cuisines, health and exercise, dance lessons, cross-cultural topics, tours that highlight local resources, California history, art, and ecology. Weekly Friday Coffees are open to all Stanford affiliates and parents are welcome to bring their pre-school children. Bechtel's website is a terrific resource for all students and their families.

#### 3. Foothill College

<http://www.foothill.fhda.edu/>

Foothill College is a nearby community college offering a range of academic and vocational classes.

#### 4. Palo Alto Art Center

<http://www.cityofpaloalto.org/gov/depts/csd/artcenter/default.asp>

The Palo Alto Art Center is a nationally acclaimed regional visual art center focusing on documenting and celebrating the art and artists of the San Francisco Bay Area. The gallery showcases work by regional artists and offers seasonal displays such as the Great Glass Pumpkin Patch in October. Admission is free.

### 5. Palo Alto Adult School

<http://www.paadultschool.org/>

The Palo Alto Adult School offers hundreds of classes each year on job development, arts and crafts, health and fitness, personal finance, and parent education. The school offers many classes on English as a second language (ESL), including some that take place on campus.

### 6. Bay Area Universities & Colleges

<http://www.matrixbookstore.biz/cacolleges3.htm>

### 7. English Language Schools

- BECHTEL INTERNATIONAL CENTER, STANFORD  
<http://www.stanford.edu/dept/icenter/>.  
Classes are taught by volunteers. No homework. Free.
- PALO ALTO ADULT SCHOOL, PALO ALTO  
<https://paadultschool.org>  
Different class levels with a with a placement test at the beginning (to find your level).  
Fee for classes.
- FOOTHILL COLLEGES.  
Fee for classes.  
<http://www.foothill.fhda.edu/>

## III. Work Opportunities

Partners on an F-2 visa are not permitted to work in the United States

Partners eligible to work in the United States may find themselves looking for work in the Bay Area before they arrive on campus. Whether you are looking for a job before or after arriving in Palo Alto, these sites may help guide you to a job opportunity.

Employment sites:

- [www.abastaff.com](http://www.abastaff.com)
- [www.bayareacareers.com](http://www.bayareacareers.com)
- [www.careerbuilder.com](http://www.careerbuilder.com)
- [www.careermag.com](http://www.careermag.com)
- [www.craigslist.org](http://www.craigslist.org)
- [www.jobsjobsjobs.com](http://www.jobsjobsjobs.com)
- [www.jobscareers.com](http://www.jobscareers.com)
- [www.monster.com](http://www.monster.com)
- <http://jobs.stanford.edu>

## IV. Volunteer Opportunities

The Stanford University Haas Center for Public Service promotes, organizes, and supports public and community service by members of the Stanford community. As you explore options, consider creatively crafting these opportunities to suit your personal values, interests, and career goals. If you need help finding an opportunity, the Haas Center Peer Advisors are available in person to help you find a match (<http://studentaffairs.stanford.edu/haas/community>).

## K. Child Care, Schools & After Class Activities

### 1. Private schools

Typically, private schools have long waiting lists; most Stanford families are satisfied with the local public schools. Private schools vary by interest, price, location, etc. You can check this website to look for private schools in Palo Alto.

<https://www.privateschoolreview.com/california/palo-alto/elementary>

### 2. Public Schools

Public schools are free, and your children will be assigned to a public school near your home. The public-school districts in the area – Palo Alto, Menlo Park, Los Altos, and Cupertino – are among the best in the State of California. If you chose to live on Campus, Stanford housing is part of the Palo Alto Unified School District (PAUSD).

It's really important if you have school aged children that you get them enrolled in the Palo Alto Unified School District AS SOON AS POSSIBLE. There is no guarantee that your child(ren) will be enrolled at Escondido Elementary School (the one on campus). In case there is no availability at Escondido Elementary, you can be assigned to another school within the geographic district - Palo Alto.

If you have questions, especially about how to register from out of town or overseas, please contact PAUSD directly with a visit, phone call or email. Palo Alto Unified School District, 25 Churchill Avenue, Palo Alto, 650.329.3700 - <http://www.pausd.org/>

Elementary schools are for children approximately 5 to 11 years old – kindergarten to the fifth grade (Escondido Elementary). Middle schools are for children approximately 11 to 14 years old – grades six to eight (JLS Middle School). High schools are for youth 14 to 18 years old (Palo Alto High School - PALY).

### 3. Childcare/Pre-School

It is important that you make childcare arrangements AS SOON AS POSSIBLE. All childcare and pre-school for young children ages 8 weeks to 5 years old are in private centers. They are costly and have waiting lists.

The Work-Life Office at Stanford 3160 Porter Drive, 650.723.2660, offers information and resources on quality Day Care Centers on campus, as well as in the surrounding communities. <https://cardinalatwork.stanford.edu/benefits-rewards/worklife/children-family>

Their office also provides individual advising about childcare and schools.

Some alternatives to on campus childcare that were recommended by previous Stanford students are:

Name	Website	Location
Trinity School	<a href="https://trinity-mp.org/">https://trinity-mp.org/</a>	Menlo Park
STCDC	<a href="http://paccc.org/centers/infant_toddler_centers/9-sojourner-truth-child-development-center-stcdc">http://paccc.org/centers/infant_toddler_centers/9-sojourner-truth-child-development-center-stcdc</a>	Palo Alto
Milestones Preschool	<a href="https://www.abilitiesunited.org/program/children-programs/milestones-preschool/">https://www.abilitiesunited.org/program/children-programs/milestones-preschool/</a>	Palo Alto
Wonder years	<a href="http://www.thewonderyearspreschool.net">http://www.thewonderyearspreschool.net</a>	Palo Alto or Mountain View
Palo Alto JCC	<a href="https://paloaltojcc.org/OFJCC-Preschool">https://paloaltojcc.org/OFJCC-Preschool</a> <a href="https://paloaltojcc.org/">https://paloaltojcc.org/</a>	Palo Alto

Amigos de Palo Alto	<a href="http://www.amigosdepaloalto.com">http://www.amigosdepaloalto.com</a>	Palo Alto
Casa dei Bambini	<a href="http://www.cdeib.com">http://www.cdeib.com</a>	Palo Alto

#### 4. After School Activities and Camps

There are a variety of after school activities and camps for children all ages. Useful resources to find such activities are the website [www.activityhero.com](http://www.activityhero.com); City of Palo Alto Activities on <https://apm.activecommunities.com/paloalto> and the Work Life Office:

<https://cardinalatwork.stanford.edu/benefits-rewards/worklife/children-family/summer-activities-camps>

Other suggestions include:

Name	Activity	Website
La Petite Baleen	Swim classes	<a href="https://swimlpb.com/">https://swimlpb.com/</a>
New Mozart School of Music	Music lessons	<a href="http://www.newmozartschool.com/">http://www.newmozartschool.com/</a>
My Gym	Gym classes	<a href="https://www.mygym.com/paloalto">https://www.mygym.com/paloalto</a>
Stanford Soccer Club	Travel Soccer/seasons or all year long	
Run for Fun	Summer camps/after school activities	<a href="https://www.runforfuncamps.com">https://www.runforfuncamps.com</a>
Stanford Sports Camps	Summer Camps	<a href="http://gostanford.com/sports/2013/4/17/208444186.aspx">http://gostanford.com/sports/2013/4/17/208444186.aspx</a>
Menlo Swim and Sport	Summer Camps and Activities	<a href="https://menloswim.com">https://menloswim.com</a>

#### 5. Health Requirements

Here are other suggestions to make the enrollment in schools and childcare process easier:

See the Palo Alto Unified School District website on “Health Requirements”

<http://www.pausd.org/student-services/health-services#HealthRequirements>

PLEASE NOTE: Immunizations and health examinations do not need to be up-to-date in order to begin registration. However, they can take some time to complete, vary depending upon the age of the child, and must be up-to-date and submitted to Central Attendance before the student can receive an admit slip and begin school.

You need to check if you need an English translation of immunization records.

A doctor will have to fill out and sign an immunization form that can be downloaded from the web or obtained from PAUSD.

If possible, before you leave home, try to find out exactly what vaccinations your children will need before they can be registered for school here, and try to take care of vaccinations before you arrive. Check with the school district to find out what documentation you need to show proof of immunization. Keep the copies of all proof vaccinations, because they may ask for it again. If all the immunizations are not available in your home country, these services are available at the Vaden Health Center on the Stanford campus (650.498.2336).

## 6. General Resources for Families

Escondido Village families are invited to a number of great activities for children during the year. These include courtyard dinners, Halloween and Thanksgiving functions.

These are email lists and websites that you can sign to receive daily updates, information and to connect with the community. You can buy and sell items, find potential nanny/sitters, or ask questions to the local Stanford community simply by emailing the lists' address once you are a member of either community.

ParentNet: <https://mailman.stanford.edu/mailman/listinfo/parent-net> or emailing with subject or body 'help' to [parent-net-request@lists.stanford.edu](mailto:parent-net-request@lists.stanford.edu)

SUPost: <http://www.supost.com/>

Nextdoor: <https://nextdoor.com>

## L. Things to do – Academic

### I. Office the Vice Provost for Graduate Education

Among the several tools and activities that are available for graduate students at Stanford, there is one that it is worth it to be in contact with since the beginning of academic year. This is the Office of the Vice Provost for Graduate Education (VPGE). VPGE's primary objective is to work closely with the entire graduate student community at Stanford and provide them with different academic experiences. VPGE is located at Building 310, very close to the main quad between the Geology Corner and Memorial Church.

Beyond the knowledge that may be drawn from the classes at the Law School, The VPGE identified that there is an array of tools that all Stanford's graduate student should have. So, they offer several professional development programs spanning a wide range of topics of experiences. For instance, there are courses on how to work in teams, how to communicate expectations or on what are the key skills of a good leader. Another advantage of these programs is that they are offered in short sessions of 1-3 hours. Besides, all the documentation discussed within the programs it is made available to access further easily.

In addition, the VPGE works very closely with the Stanford Distinguished Careers Institute, a program only open for highly accomplished individuals who seek to share their experience and knowledge with the students. In this sense, it is a great opportunity for advanced degree students to mentorships and guidance on professional and personal matters.

Finally, this is an exceptional opportunity to be in contact with students from departments and varied background and knowledge that can definitely enrich an advanced degree student.

### II. Conferences (and Funding)

Some **funding is available** for students to attend regional and national conferences. Students must apply for the funding at least one month before the anticipated date of travel. Students are expected to contribute a portion of the cost and to seek low-cost travel and accommodations. Funding is discretionary. Whether a request is granted will depend on such considerations as the availability of funding, if the student has received funding in the past, if the applicant's attendance is expected to enrich the law school community, and the number of students applying to attend the same conference. Students may only use any conference funding they receive for one conference per year. More information and the application form are available on the Student Affairs website.

### III. Other Events at Stanford

If you want an overview of the lectures etc. happening at the Law School, see <https://law.stanford.edu/events/>.

This is, however, by far not all that is happening at Stanford. Most main events can be found at: <http://events.stanford.edu>. You can download the entire schedule as an outlook/apple calendar. VI. Stanford also has a lot of centers and institutions (Hoover Institution, Freeman Spogli Center, Styer Taylor Center etc.). It is useful to check those out in advance of coming here to know the Stanford ecosystem in terms of which does what kind of work or events in finance, energy, foreign relations, technology, design etc and get on their email listservs. While that does increase your daily email traffic, you won't regret it because you won't miss the event where, say Kofi Annan or Hillary Clinton or Hasan Minhaj was at Stanford.

### IV. Addresses

- CANTORCENTER FOR VISUAL ARTS  
328 Lomita Drive at Museum Way  
(650) 723-4177

(650) 723-3469 (tour information)  
<http://museum.stanford.edu>

- STANFORD LIVE  
The main home is Bing Concert Hall.  
<https://live.stanford.edu/>
- TICKET OFFICE  
The Stanford Ticket Office provides tickets for both campus events and events around the Bay Area (through BASS).  
Tresidder Union, 2nd floor  
(650) 725-ARTS  
[ticketorders@stanford.edu](mailto:ticketorders@stanford.edu), <https://tickets.stanford.edu/>
- WOMEN'S CENTER  
Fire Truck House, first floor  
433 Santa Teresa Street  
(650) 723-0545  
[stanfordwcc@stanford.edu](mailto:stanfordwcc@stanford.edu)  
<https://wcc.stanford.edu/>
- GRADUATE COMMUNITY CENTER  
750 Escondido Road  
Room Reservation Information: (650) 725-4739  
<https://rde.stanford.edu/studenthousing/graduate-community-center>
- GRADUATE LIFE OFFICE  
750 Escondido Road, Suite 207  
(at the Graduate Community Center) (650) 736-7078  
[graduatelifeoffice@stanford.edu](mailto:graduatelifeoffice@stanford.edu)  
<https://glo.stanford.edu>

## M. Things to do – Free Time

### I. Food

Palo Alto does have options- some good, some bad and some tremendously overpriced. But if you set your expectations just low enough and reconcile yourself to having authentic wood fired pizza that is not authentic you are more likely to have a great time. ok. fine. a good time.

#### 1. On Campus

##### *a. First things first- On campus there are a bunch of options:*

Apart from eating at the dining hall (B.III), your first shot is the Law Lounge which does hot breakfast and lunch every Monday to Friday and also grab and go salads and sandwiches. It also serves to satisfy your caffeine cravings between 7 am to 3pm. The food here is great on some days and passible at best on others. grab and Go and fruit etc. is also available at Munger Market inside Munger 5 aka the Jacob-Sorensen Hall.

Rangoon Ruby- Nestled within Munger 4 (a residence building you will become more familiar with by September) is an outpost of the larger restaurant in DTPA (is that even a thing). Think panda express for Burmese food but better. insider tip: the chicken curry can pass to settle Indian food cravings and make you miss your mother and the cook just a little.

##### *b. Short Walk away from Law School*

If, however you find yourself craving a little diversity the next best option is the Arbuckle Dining Pavilion. Going here the first time will make you question why you are a law student and not a GSB student. (Then ingeniously use the pro-tips on courses outside the law school to take as many GSB classes as you can so you can pretend). Arbuckle is sort of a food court but it has a daily menu along with some everyday items. Go for the Sushi stay for the fro-yo but stay away from the pizza.

Coupa Cafe- there are a bunch of these around campus. The most well stocked one is the one at the GSB the closest one to the law school is at green library. You can of course also order online and then run across and get your food so you don't have to wait in line. Also, some of the better coffee on campus.

Tresidder Union- the food court for all things- it houses a Subway, a Panda Express, Starbucks and more. Best off however is there is a farmer's market here every Tuesday which is always great to explore.

#### 2. Exploring Palo Alto

In no particular order, here is a list of tried as tested places which are great for a good time:

- Tacolicious (ignore the silly name and just go there for taco Tuesday. Or Thursday or whenever you crave the emotional comfort of guacamole and margaritas.)
- Pizzeria Delfina
- Oren's Hummus
- China Delight
- Zareens
- Terun
- St. Michael's Alley
- Zola- mind you this is if you're feeling a little fancy. Dinner here will keep you happy for a week but also make you feel morally obligated to starve yourself.
- the sandwiches etc. At Belcampo Butcher
- Asian Box
- The Counter



- PokeLove
- Nola- is great for a night out because the cocktails are not too expensive and the bar is never super crowded. except on bar review.
- Pizzeria Napolitana - this is in mountain view a little further than “DTPA” but as someone once described it “It would qualify as good takeout pizza in Switzerland.”

Another great option for food, depending on your levels of self-esteem is to sign up for every single lunch talk ever because they all serve food. Except the brown bag lunches.

## II. Travelling Around Stanford

Northern California has way too many beautiful places you should see to include them all in a directory. A lot of popular places (such as Yosemite, Lake Tahoe, Joshua Tree, Sequoia) are not included, but you should definitely do them. Here are some random tips for day or weekend trips if you ever feel like leaving the bubble of Stanford.

### 1. Beaches

**Santa Cruz** is world famous for its beaches, ranging from the lively **Santa Cruz Beach Boardwalk** in downtown Santa Cruz to quieter beaches with beautiful views and landscapes such as **Panther Beach** and **Natural Bridges Beach**. How long it takes to get there heavily depends on traffic, between 1 and 2 hours.

**Half Moon Bay** is closer to Stanford. The beaches are “rougner” and much more quiet, perfect for a chill Sunday afternoon.

Should you be in SF, try the **Ocean Beach**. Should you be hiking in Point Reyes, make sure to check out their beaches as well: There is Point Reyes Beach, but most of Point Reyes’ coastline is beautiful and quiet. **Bolinas** and **Stinson Beach** at Point Reyes are surfers’ paradise.

Check the temperature before you go and bring a sweater, the beaches tend to be windy/foggy and chillier than Stanford. The water is usually too cold to actually swim, but a short dip can be refreshing when it’s hot.

### 2. Hiking

The popular state parks such as Yosemite, Lake Tahoe, Joshua Tree, Sequoia, etc. are all a bit further and you should stay there for at least two nights. We’re not including their description here, just google them (and do them on a long weekend).

Closer hiking options for a day trip include:

**Muir Woods** north of SF featuring tall redwood trees. The redwood trees are easily accessible even if you’re not a hiker (short stroll around the visitors’ center). Starting from there, you can do a lot of different routes and easily extend them to a day trip. There is a parking and shuttle reservation system, so check their website before going.

**Point Reyes** north of SF is a huge national park with endless routes to hike. The most famous part of the park is the lighthouse, but it’s not really necessary to drive all the way up to the headland, just make sure to do a hike that includes a part along the coastline, as the view of the coast is really beautiful. If you’re looking for some good food on the hike: There are good **cheese makers** located in the Point Reyes area (Cowgirl Creamery, Nicasio Valley): Stop by one of these places, try their free samples and buy some bread and cheese for the hike. If you’re generally a cheese lover, check out: <http://cheesetrail.org/>.

**Land’s End** Lookout: Land’s End, located in SF itself, is famous for its view of the Golden Gate Bridge, but also perfect for an easy hike (everything from 30min up to 2 hours) on an afternoon in

the city. Start from Point Lobos and walk to the lookout and extend to Baker Beach if you're looking for a longer tour.

Try **Castle Rock State Park** south of Stanford if you're not up for a long drive or the SF traffic.

Join the **Facebook group "SLS Hiking"** if you're interested in going on hikes with other law students. JDs regularly post about and organize short half-day hikes on the weekend.

There is an app for everything: Check out **"TheOutbound" app** for more tips on local hikes.

### 3. Wine Tasting

While **Napa Valley** is the most famous wine region in Northern California, it is also the most expensive and touristy. **Sonoma** is close to Napa and, less touristy and not as expensive (read: more liked by connoisseurs). For some tips on wineries in these two regions, see below. Both Napa Valley and Sonoma are about a 2 hours' drive from Stanford, thus too far for a day trip. There are plenty of closer alternatives for a day trip, especially in the wine region south of San Jose, between **Santa Cruz** and **Morgan Hill**, e.g. Sycamore Creek Vineyards & Winery or Fernwood Cellars.

#### a. Napa

- Domaine Carneros by Taittinger (★★★, \$\$\$)  
<https://www.domainecarneros.com/>  
Run by a campaign company based in France. Famous for its sparkling wines. Nice view from its chateau. Reservation recommended.
- Stag's Leap Wine Cellars (★★★, \$\$\$)  
<https://www.cask23.com/>  
Great red wines (although they are really expensive). Reservation recommended.
- Clos Du Val Winery (★★, \$\$)  
<https://www.closduval.com/>  
Cute wine bottle labels. Try their white wines.

#### b. Yountville

- Domaine Chandon (★★, \$\$)  
<http://www.chandon.com/>  
Run by a campaign company based in France. Famous for its sparkling wine. They have a nice garden.

#### c. St Helena

- Opus One (★★★, \$\$\$)  
<https://www.opusonewinery.com/estate/plan-your-visit/>  
The most famous and expensive winery in Napa (one bottle costs you more than \$300). You must reserve if you want to do wine tasting.
- Beringer Vineyards (★★, \$\$)  
<https://www.beringer.com/>  
A famous winery for its big production of wines. Buildings and gardens are beautiful.
- Robert Mondavi Winery (★, \$\$)  
<https://www.robertmondaviwinery.com/>  
The winery with the largest production in Napa.

- Raymond Vineyards (★, \$\$)  
<https://raymondvineyards.com/>  
Interesting furniture and decoration. Wines are solid.

*d. Sonoma (excluding Santa Rosa and Healdsburg)*

- Three Stick winery (★★★, \$\$)  
<http://www.threestickswines.com/>  
One of our favorite wineries in Sonoma. Super good Pinot Noir. Recommended to book wine tasting.
- Patz and Hall (★★, \$\$)  
<https://www.patzhall.com/>  
Nice Chardonnay and Pinot Noir.

There are a lots of wine tasting lounge in Sonoma City center which can be done without a booking.

*e. Santa Cruz / Morgan Hill*

- Sycamore Creek Vineyards & Winery  
Cute winery with instagrammable garden.
- Fernwood Cellars  
Wide varieties of wines to taste.

## N. Sports at Stanford

If you are a big fan of sports or practice some modality at home you should take a look in the athletic opportunities offered by Stanford. With our tuition we are able to participate in any class from the sports category. The professor can only deny your entry in case the class is full.

Stanford does not compile the sports in one single website, which makes it more difficult to spread the news, but if you would like to do something simply make a google search “basketball classes at Stanford” and voila you will find what you are looking for!

### I. Facilities

There are two gyms on Campus: (i) Arrilaga Center for Sports and Recreation (ACSR) – close to the engineering school and the tennis count; (ii) Arrilaga Outdoor Education and Recreation Center (AOERC) – close to the GSB. The consensus has been that the graduate gym at the Arrilaga Center for Sports & Recreation (map) is the best (open Monday - Friday 6:00 a.m. - 10:00 p.m., Sat-Sun 10:00 am to 8:00 pm). Both gyms are well equipped and the entry is free. There are also wonderful swimming pools opposite it (including an outdoor pool), a nice running track and great tennis and volleyball courts. There's also a climbing wall and don't forget the Stanford Golf Course (<http://golfcourse.stanford.edu/>).

They offer certain different types of classes and two different passes: (i) Cardinal; and (ii) Platinum. The Cardinal pass costs \$60 per quarter and it includes classes that you don't need to reserve. The Platinum pass costs \$ 110 and all the classes need to be reserved at <https://clients.mindbodyonline.com/>

Both schedules can be found at <http://recreation.stanford.edu/fitness/group-fitness/>

See below the schedules of both passes as of May, 2018.

#### Cardinal:

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:00 AM ▶ Eileen ● <b>Power Yoga</b>	11:30 AM ▶ Sharon ● <b>Pre/Post-Natal Yoga</b>	8:00 AM ▶ Jay ▲ <b>Zumba</b>	11:30 AM ▶ Linda ● <b>Pre/Post-Natal Cardio Strength</b>	12:30 PM ▶ Carol S ● <b>Mat Pilates</b>
9:30 AM ▶ Carmen ● <b>Barre Sculpt</b>	12:30 PM ▶ Linda ● <b>Cardio Dance</b>	9:30 AM ▶ Carol S ● <b>Mat Pilates</b>	11:30 AM ▶ Aaron ▲ <b>Regeneration</b>	12:30 PM ▶ Nanci C ✳ <b>Vinyasa Flow Yoga</b> (25-minute session)
12:30 PM ▶ Shana ● <b>Barre Blast</b>	12:30 PM ▶ Megan ✳ <b>Vinyasa Yoga</b>	11:30 AM ▶ Annie A ● <b>Barre Fusion</b>	11:30 AM ▶ Annie A ✳ <b>Yoga Pilates Fusion</b>	1:00 PM ▶ Nanci C ✳ <b>Restorative Yoga</b> (25-minute session)
4:30 PM ▶ Annie A ▲ <b>Mat Pilates</b>	4:30 PM ▶ Annie A ● <b>Barre Fusion</b>	12:30 PM ▶ Shah ▲ <b>Boxing</b>	12:30 PM ▶ Jocelyn ● <b>Build and Burn</b>	4:00 PM ▶ Sharon ▲ <b>Yoga</b>
5:15 PM ✳ <b>Swim Conditioning</b>	5:30 PM ▶ Jazzy ● <b>Vinyasa Yoga</b>	12:30 PM ▶ Krissie ● <b>Zumba</b>	4:30 PM ▶ Linda ● <b>Cardio Strength</b>	
5:30 PM ▶ Linda ▲ <b>Cardio Dance</b>	6:30 PM ▶ Katie ▲ <b>Zumba</b>	4:30 PM ▶ Annie S ▲ <b>Vinyasa Yoga</b>	5:30 PM ▶ Carmen ● <b>Barre Sculpt</b>	
6:30 PM ▶ Megan ● <b>Vinyasa Yoga</b>		5:15 PM ✳ <b>Swim Conditioning</b>	5:30 PM ▶ Jazzy ▲ <b>Vinyasa Yoga</b>	<b>SATURDAY</b>
7:30 PM ▶ Megan ● <b>Yoga Pilates Fusion</b>		5:30 PM ▶ Michele M ● <b>Total Body Workout</b>	6:30 PM ▶ Megan ● <b>Yoga Pilates Fusion</b>	9:00 AM ▶ Carmen ● <b>Barre Sculpt</b>
		6:30 PM ▶ Michele M ▲ <b>Kickboxing</b>	7:30 PM ▶ Megan ● <b>Restorative Yoga</b>	10:30 AM ▶ Laurie N ▲ <b>Cardio Dance</b>

#### Platinum:

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7:00 AM ▶ Jamele ◆ <b>TRX</b>	7:00 AM ▶ Tawaun/Jonathan ■ <b>F45</b>	7:00 AM ▶ Ryan/Tawaun ■ <b>F45</b>	7:00 AM ▶ Natalie ◆ <b>TRX</b>	8:00 AM ▶ Tawaun/Nina ■ <b>F45</b>
8:00 AM ▶ Eileen ● <b>Power Yoga</b>	8:00 AM ▶ Jonathan/Eileen ■ <b>F45</b>	8:00 AM ▶ Ryan/Tawaun ■ <b>F45</b>	7:00 AM ▶ Tawaun/Nina ■ <b>F45</b>	9:00 AM ▶ Tawaun/Nina ■ <b>F45</b>
9:30 AM ▶ Carmen ● <b>Barre Sculpt</b>	9:00 AM ▶ Jonathan/Eileen ■ <b>F45</b>	8:00 AM ▶ Jay ▲ <b>Zumba</b>	8:00 AM ▶ Tawaun/Nina ■ <b>F45</b>	12:30 PM ▶ Carol S ● <b>Mat Pilates</b>
11:30 AM ▶ Alison/Nina ■ <b>F45</b>	11:30 AM ▶ Joseph/Sandro ■ <b>F45</b>	9:00 AM ▶ Ryan/Tawaun ■ <b>F45</b>	9:00 AM ▶ Tawaun/Nina ■ <b>F45</b>	12:30 PM ▶ Nanci C ✕ <b>Vinyasa Flow Yoga</b> (25-minute session)
12:30 PM ▶ Shana ● <b>Barre Blast</b>	11:30 AM ▶ Sharon ● <b>Pre/Post-Natal Yoga</b>	9:30 AM ▶ Carol S ● <b>Mat Pilates</b>	11:30 AM ▶ Joseph/Sandro ■ <b>F45</b>	1:00 PM ▶ Nanci C ✕ <b>Restorative Yoga</b> (25-minute session)
12:30 AM ▶ Alison/Nina ■ <b>F45</b>	12:00 PM ▶ Natalie ◆ <b>Jungle Gym</b>	11:30 AM ▶ Alison/Nina ■ <b>F45</b>	11:30 AM ▶ Linda ● <b>Pre/Post-Natal Cardio Strength</b>	4:00 PM ▶ Sharon ▲ <b>Yoga</b>
4:15 PM ▶ Aaron/Kash ■ <b>F45</b>	12:30 PM ▶ Joseph/Sandro ■ <b>F45</b>	11:30 AM ▶ Annie A ● <b>Barre Fusion</b>	11:30 AM ▶ Aaron ▲ <b>Regeneration</b>	
4:30 PM ▶ Annie A ▲ <b>Mat Pilates</b>	12:30 PM ▶ Linda ● <b>Cardio Dance</b>	11:30 AM ▶ Torrie ● <b>Indoor Cycling</b>	11:30 AM ▶ Annie A ✕ <b>Yoga Pilates Fusion</b>	
5:15 PM ▶ Aaron/Kash ■ <b>F45</b>	12:30 PM ▶ Megan ✕ <b>Vinyasa Yoga</b>	12:30 PM ▶ Alison/Nina ■ <b>F45</b>	12:00 PM ▶ Natalie ◆ <b>Jungle Gym</b>	
5:15 PM ✦ <b>Swim Conditioning</b>	4:15 PM ▶ Kash/Aaron ■ <b>F45</b>	12:30 PM ▶ Shah ▲ <b>Boxing</b>	12:30 PM ▶ Joseph/Sandro ■ <b>F45</b>	9:00 AM ▶ Carmen ● <b>Barre Sculpt</b>
5:30 PM ▶ Ashley ● <b>Indoor Cycling</b>	4:30 PM ▶ Annie A ● <b>Barre Fusion</b>	12:30 PM ▶ Krissie ● <b>Zumba</b>	12:30 PM ▶ Jocelyn ● <b>Build and Burn</b>	
5:30 PM ▶ Linda ▲ <b>Cardio Dance</b>	5:15 PM ▶ Kash/Aaron ■ <b>F45</b>	4:15 PM ▶ Aaron/Sandro ■ <b>F45</b>	4:15 PM ▶ Richard/Kash ■ <b>F45</b>	
6:30 PM ▶ Megan ● <b>Vinyasa Yoga</b>	5:30 PM ▶ Jazzy ● <b>Vinyasa Yoga</b>	4:30 PM ▶ Annie S ▲ <b>Vinyasa Yoga</b>	4:30 PM ▶ Linda ● <b>Cardio Strength</b>	10:30 AM ▶ Laurie N ▲ <b>Cardio Dance</b>
7:30 PM ▶ Megan ● <b>Yoga Pilates Fusion</b>	5:30 PM ▶ Danielle ● <b>Indoor Cycling</b>	5:15 PM ▶ Aaron/TBD ■ <b>F45</b>	5:15 PM ▶ Richard/Kash ■ <b>F45</b>	
	6:30 PM ▶ Katie ▲ <b>Zumba</b>	5:15 PM ✦ <b>Swim Conditioning</b>	5:30 PM ▶ Carmen ● <b>Barre Sculpt</b>	
		5:30 PM ▶ Michele M ● <b>Total Body Workout</b>	5:30 PM ▶ Danielle ● <b>Indoor Cycling</b>	
		5:30 PM ▶ Ashley ● <b>Indoor Cycling</b>	5:30 PM ▶ Jazzy ▲ <b>Vinyasa Yoga</b>	
		6:30 PM ▶ Michele M ▲ <b>Kickboxing</b>	6:30 PM ▶ Megan ● <b>Yoga Pilates Fusion</b>	
			7:30 PM ▶ Megan ● <b>Restorative Yoga</b>	

## II. Options besides Gym

If you're not a gym fan there are lots of other great options. Just cycling or running around campus drive or hiking the Dish are really great ways to exercise on campus. <http://www.rahul.net/kenton/fun/bike/> has a nice selection of cycling routes up into the foothills. Tip though, use Junipero Serra Blvd/ Page Mill Road, or Sand Hill Road to get up into the foothills, if you use Alpine Road try to get off the road and use the cycle path alongside, the camber and road quality are really dodgy.

Other sports are available on campus, such as:

### III. Swimming

The swimming pool is located in the ACSR gym, and they offer the following classes: (i) beginning I; (ii) beginning II; (iii) intermediate; (iv) stroke refinement; (v) swim conditioning; and (vi) lifeguard.

You can find more information here: <http://recreation.stanford.edu/pool-information/courses/>

### IV. Climbing

In both gyms there are great climbing walls and they have numerous of different classes from beginner to advanced. The price may vary with the type of course, from \$20 to \$100 per quarter.

You can find more information here: <http://recreation.stanford.edu/climbing-program/courses/>

### V. Tennis

The Taube Tennis Center is the most beautiful and functional facility in Northern California and is home to both the Men's and Women's Stanford Tennis Teams. The Taube Tennis Center has two sites. You can make reservations for the tennis court here: reservations here: <http://courtkeeper.stanford.edu/>.

You can enroll for classes for fee at Axess and will count as 1 unit credit. Do not take the recreational class, but the PE class if you actual want to learn tennis. The recreational class is not rigorous enough, but you do need to attend to pass. It is also easier to get in.

Here is an example:

<https://explorecourses.stanford.edu/search?view=catalog&filter-coursestatus-Active=on&page=0&catalog=&q=PE+28%3A+Tennis%3A+Intermediate&collapse=>

Otherwise you can enroll in the clinic and the price may vary according to the type of class:

<https://web.stanford.edu/dept/scra/tennis-adult.html>

### VI. Golf

The golf course is consistently rated one of the finest courses in the world. In 2009 Stanford was rated the nation's 3rd best college course by golf coaches.

You can enroll for classes for fee at Axess and will count as 1 unit credit. Here is an example:

<https://explorecourses.stanford.edu/search?view=catalog&filter-coursestatus-Active=on&page=0&catalog=&q=PE+33%3A+Golf%3A+Beginning&collapse=>

Otherwise you can enroll in the clinic and the price may vary according to the type of class:

<https://golfcourse.stanford.edu/>

### VII. Rugby

The club is open to all Stanford graduate students, men and women, including grad students. You can find more information here: <https://sites.google.com/site/gsbrugbyclubstanford/>

### VIII. Muay Thai

The muay thai classes are located in the Ford Center and it is non-institutional. They charge \$50 per quarter and the classes are Mondays and Wednesdays from 7pm to 9pm.

You can find more information here: <https://www.facebook.com/groups/541864179164728/>

Many others! Squash, basketball, volleyball, soccer, table tennis, etc!

## IX. Athletic Events

Tickets for Stanford athletic events are available by visiting the Athletic Department's website at <http://www.gostanford.com>. Going to football events is free if you use your sunet ID, and it wasn't hard to get a ticket on their website.

## O. Religious Life

### I. General

There are different offerings all over campus, depending on your religion. Many have inclusive and interesting events, *e.g.* you can participate in Iftar & Shavuot study breaks. A list of the religious student organizations and groups at Stanford is available here: <https://religiouslife.stanford.edu/faith-traditions/stanford-associated-religions>.

### II. Christian

A comprehensive list of the Christian student organizations is available here: <https://religiouslife.stanford.edu/faith-traditions/stanford-associated-religions>. Some personal experiences are shared below.

#### Protestant tradition

- CHRISTIAN LEGAL FELLOWSHIP:  
<https://law.stanford.edu/sls-christian-fellowship/>. Regular devotionals, social gatherings, and great community.
- CHIALPHA:  
<https://xastanford.org/>. Undergraduate and graduate students. (PS – Glen Davis send around an awesome email every week sharing articles on broad cultural, social and theological issues.)
- IVGRAD:  
<http://web.stanford.edu/group/ivgrad/cgi-bin/wordpress/>. Graduate students only. IVGrad runs small group meetings / bible studies, large group meetings, various social activities and retreats during the year.
- LOCAL CHURCHES:  
IVGrad has published a list of local churches. <http://www.ivstanford.org/local-churches.html>. I went to Peninsula Bible Church (<https://www.pbc.org/>), it has a Young Adult Fellowship group and great community. Quite a few Stanford Students go there. Grace Presbyterian (<https://www.gracepres.com/Palo-Alto>) is very close to Stanford University (approx. 30 min walk).

Feel free to get in touch with me ([yish.gong@gmail.com](mailto:yish.gong@gmail.com)), if you have any questions, want to connect, chat or pray together!

### III. Jewish Life

In an average LLM Class there are usually no more than one or two Jewish students. This is in sharp contrast to the JD classes, which at any given year comprise of a few dozen Jewish students, as well as to the SLS faculty, which is said to have an even higher percentage of Jews.

Therefore, the options for an LLM student who seeks to have some Jewish experience at SLS are primarily outside his or her LLM batch, and can be roughly divided into two: first, within SLS, a Jewish student can join the Jewish Law Student Association (JLSA). In the 2017-2018 academic year JLSA has been among the most active groups, not missing even one Jewish holiday and organizing numerous events in between. While some of these events are rather small in number, they are always intimate and give a nice sense of home. The second option, which is outside of the SLS community, is joining the Hillel or Chabad houses on campus. Hillel cannot be closer to the law school (right behind Munger 5), and I enjoyed going there occasionally to attend a Shabbat dinner or some other event. The Hillel people are extraordinarily warm, cheerful and open, and have more than once welcomed with



grace non-Jewish friends that I invited over. In addition, alongside their excitement and generosity they also recognize the busy schedule of Stanford students and have accordingly embraced an approach of no pressure and no judgment. This has made them all the more attractive for me. Thus, as I made Hillel my place for Jewish life, I did not have a chance to engage with Chabad. I did hear, however, that they are helpful and welcoming as well.

For any further question, please feel more than welcome to email me at [treger.tomer@gmail.com](mailto:treger.tomer@gmail.com).

## P. Support and Dealing with Issues

### I. Office of Student Affairs

The Office of Student Affairs is the first place to go if there is a concern or problem. For further information see G.III.

### II. Student Academic Grievance Procedure

Any student who believes that he or she has been subjected to an improper decision on an academic matter is entitled to file a grievance to obtain an independent review of the allegedly improper decision, followed by corrective action, if appropriate. The University has an extensive grievance procedure that starts with informal attempts at resolution and is followed by a grievance filed with the Law School. Appeals may be taken to the Provost and to the President.

There are short windows of opportunity for filing a grievance and certain criteria that a grievance must address; so, be sure to consult the procedure for all relevant information. The currently applicable version of the procedure, can be found at: <http://exploreddegrees.stanford.edu/academicpoliciesandstatements/#studentacademicgrievanceprocedure> retext.

### III. Other Addresses

- SAFETY
  - POLICE SERVICES  
711 Serra St  
Office hours: (650) 723-9633  
After hours: (650) 329-9633  
Emergency call 911  
<https://police.stanford.edu/>
  - 5-SURE (STUDENTS UNITED FOR RISK ELIMINATION) ESCORT SERVICE  
(650) 725-SURE  
<https://alcohol.stanford.edu/5-sure-students-united-risk-elimination>
- SEXUAL ASSAULT/DOMESTIC VIOLENCE
  - YWCA RAPE CRISIS HOTLINE  
24-hour: (650) 493-7273
  - OFFICE OF SEXUAL ASSAULT & RELATIONSHIP ABUSE EDUCATION & RESPONSE (SARA)  
Mariposa House  
585 Capistrano Way, 2nd Floor  
24-hour hotline: (650) 725-1056  
[saraoffice@stanford.edu](mailto:saraoffice@stanford.edu)  
<https://sara.stanford.edu/>
  - TITLE IX OFFICE  
Mariposa House, 2nd Floor  
585 Capistrano Way  
(650) 497-4955  
Email: [titleix@stanford.edu](mailto:titleix@stanford.edu)

- SEXUAL HARASSMENT POLICY OFFICE  
Mariposa House  
585 Capistrano Way  
(650) 724-2120  
harass@stanford.edu  
<http://harass.stanford.edu>
- MENTAL HEALTH
  - Online Database for wellness resources on any topic (*e.g.*, substance abuse, anxiety, depression, financial issues): <https://wellness.stanford.edu>
  - CONFIDENTIAL SUPPORT TEAM  
(650) 498-2336  
<https://vaden.stanford.edu/people/confidential-support-team>
  - COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS)  
Open: 8:30 – 5:00; The phone is answered 24/7.  
Vaden Health Center 866  
Campus Drive  
(650) 723-3785  
<https://vaden.stanford.edu/get-help-now/immediate-mental-health-crisis-assistance>
  - THE BRIDGE PEER COUNSELING CENTER  
24/7 student run peer-counseling center: 650-723-3392  
Drop by In-Person 9 AM to Midnight: Roger’s House 581, Capistrano Way
- CONFLICT
  - OMBUDS  
*The Ombuds provides confidential services to help resolve and cope more effectively with tough situations that may arise in the academic or workplace environment.*  
The Nitery  
514 Lasuen Mall,  
Room 201 Capistrano Way  
(650) 723-3682  
rosang@stanford.edu (Interim Ombuds)  
<https://ombuds.stanford.edu>
  - LEGAL COUNSELING OFFICE  
(*Associated Students of Stanford University, ASSU*)  
Old Union, 1st Floor Ste. 103  
(650) 375-2481  
lco@assu.stanford.edu  
<http://assu.stanford.edu/legal-counseling-office/>
- OFFICE OF ACCESSIBLE EDUCATION (OAE)  
(*Students with disabilities*)

563 Salvatierra Walk  
(650) 723-1066  
TTD (650) 723-1067  
oae-contactus@stanford.edu  
<https://oae.stanford.edu/>

- OFFICE OF COMMUNITY STANDARDS

*The office coordinates the student conduct system, including administering the formal disciplinary processes and the informal resolution of concerns.*

Tresidder Union, 2nd floor, Suite 9  
(650) 725-2485  
(650) 736- 0247 fax  
community-standards@stanford.edu  
<https://communitystandards.stanford.edu/>

## Q. Additional Sources

### I. University Resources

A complete listing of Stanford organizations, services, offices, departments, faculty, staff and students is published every autumn in the Stanford Directory.

### II. Law School Information

There is a student handbook for law school students, also available online:

<https://www-cdn.law.stanford.edu/wp-content/uploads/2015/03/Student-Handbook-2016-17-updated-03-16-17.pdf>

There is also a (slightly outdated) unofficial guide handbook:  
<https://conferences.law.stanford.edu/orientation-2017/wp-content/uploads/sites/41/2017/08/2017-2018-SLA-RedGuide.pdf>.

-----  
Disclaimer: This is a collection of opinions and information we received. It may not always be 100% accurate or up to date but should only serve as a first source of information. Have a great year!

**CHARTER OF THE  
ADVANCED DEGREE  
STUDENTS' ASSOCIATION  
(ADSA)**

**STANFORD LAW SCHOOL**

*(STANFORD UNIVERSITY, CALIFORNIA, USA)*

<b>Article 1 - Mission Statement</b>	3
<b>Article 2 - Purpose</b>	3
<b>Article 3 - Definitions</b>	3
CHAPTER II - REPRESENTATION	3
<b>Article 4 - Election Process</b>	3
Chapter III - MEMBERSHIP	4
<b>Article 5 - ADSA Officers</b>	4
<b>Article 6 - Specific Duties of officers</b>	4
<b>Article 7 - General Duties of officers</b>	5
<b>Article 8 - Duration of Membership</b>	6
Chapter IV - ADMINISTRATION	6
<b>Article 9 - Faculty-in-charge</b>	6
<b>Article 10 - Executive Committee</b>	6
<b>Article 11 - Functioning of the Executive Committee</b>	6
Chapter V - MEETINGS	6
<b>Article 12 - Fortnightly General Meetings</b>	6
<b>Article 13 - Convening of General Meeting</b>	6
<b>Article 14 - Convening of Extra-Ordinary Meeting</b>	7
<b>Article 15 - Notice of Meeting</b>	7
<b>Article 16 - Conduct of Meetings</b>	7
CHAPTER VI - REMOVAL & REPLACEMENT	7
<b>Article 17 - Removal of ADSA Officers</b>	7
<b>Article 18 - Procedure for Removal</b>	7
<b>Article 19 - Replacement of ADSA Officers</b>	8
CHAPTER VII - FINANCES	8
<b>Article 20 - General Guidelines</b>	8
<b>Article 21 - Budget Process</b>	8
<b>Article 22 - Budget Transparency</b>	8
<b>Article 23 - Suo-moto budget information sharing</b>	8
<b>Article 24 - Budget Requests</b>	8
CHAPTER VIII - AMENDMENT	9
<b>Article 25 - Resolution for Amendment</b>	9
<b>Article 26 - Open Floor Policy</b>	9
<b>Article 27 - Acceptance of Resolution</b>	10
CHAPTER IX - RATIFICATION	10



**Article 28 - *Public Comment***10

**Article 29 - *Voting***10

**Article 30 - *Coming into force***10

## Preamble

*Recognizing the need to foster a cohesive representation of international students at  
Stanford Law School, and,  
Noting the diversity and special needs of these students,  
Stanford Law School establishes the Advanced Degree Students' Association (ADSA).  
We hereby give this Charter to ourselves, and solemnly promise to uphold its virtues.*

### **Chapter I - MISSION STATEMENT, PURPOSE, AND DEFINITIONS**

#### **Article 1 - Mission Statement**

ADSA shall strive to serve and advocate on behalf of the student body comprised of Advanced Degree International Students of Stanford Law School to build an inclusive and welcoming community amongst students and support the education of leaders who contribute to the advancement of justice and well-being of society. It shall coordinate this student body with all other student organizations at the institution.

#### **Article 2 - Purpose**

The purpose of this Charter is to empower the Student Body of international students at Stanford Law School, and provide a working structure for ADSA, and allow flexibility to permit future officers of ADSA to enact their own agendas.

#### **Article 3 - Definitions**

- a. ADSA Members: All advanced degree students (LL.M, J.S.M and J.S.D) shall serve as members of ADSA.
- b. Advanced Degree Students' Association: The student government of Stanford Law School, representing, and organizing on behalf of the Advanced Degree students.
- c. Advanced Degree Students' Association Board: The Board is comprised of all students who serve as elected co-presidents of the Association.
- d. Executive Committee: The elected ADSA officers shall comprise of the executive committee.
- e. Faculty-in-charge: All appointed faculty to the office of student affairs at Stanford Law School.

### **Chapter II - REPRESENTATION**

#### **Article 4 - Election Process**

- a. Elected Positions: ADSA will be headed by six (7) elected representatives. Voting will be conducted through an online poll system among all ADSA members and will last between 48 and 96 hours. ADSA officers will be announced to the student body via law-announce no more than 24 hours after the conclusion of voting by the office of student affairs.

- b. Campaigning: Rules governing campaigns are subject to the discretion of the office of student affairs, with the exception of the following:
  - i. No candidate may spend money on their campaign. This includes but is not limited to purchasing food or drinks for potential voters, distributing gifts or favors, purchasing a web domain, and nominal expenditures on any election-themed paraphernalia.
  - ii. The sitting ADSA Board may not endorse candidates for any elected position.
  - iii. Candidates may not use any privately-hosted online resources to promote their campaign. This includes but is not limited to the SLS Intergalactic Facebook page, the SLS Class of 20XX Facebook page, the law-talk and law-announce email list serves, and the Munger-chat email list serve.
  - iv. All candidates are expected to act in good faith with respect to their fellow candidates.
  - v. Any candidate determined by the faculty-in-charge of the Executive Committee to have violated any of the campaign rules may have their candidacy revoked.
  - vi. ADSA encourages paperless campaigning.
  
- c. Timing: The election process is to take place no earlier than September 15<sup>th</sup> and no later than September 30<sup>th</sup>. The prospective candidates shall have a period of one week to campaign.

### **Chapter III - MEMBERSHIP**

#### **Article 5 - ADSA Officers:**

- a. ADSA President
- b. ADSA Vice-President
- c. LL.M. Batch Representative
- d. Treasurer
- e. Convener
- f. Social Chair
- g. Correspondent

#### **Article 6 - Specific Duties of officers:**

None of the positions above shall have a hierarchy. All have a specific role and function. All elected representatives of ADSA, shall serve as the LL.M. Representatives to the Stanford Law Association (SLA), in addition to the following duties:

- a. President: S/he shall be responsible for overseeing all activities of the other officers and foster the mission statement and purpose of ADSA. S/he shall also serve on the executive committee of the SLA to take all key decisions for the benefit of ADSA.

- b. Vice - President: S/he shall be responsible for undertaking initiatives and planning academic events to promote a great inter-disciplinary learning experience for the members. S/he shall serve on the academic affairs standing committee of the SLA. S/he shall also create and coordinate a social media group with the preceding LL.M Batch.
- c. LL.M Batch Representative: S/he shall be responsible for organizing all major social events for the members in coordination with the JD Class Presidents. S/he shall also serve on the events planning standing committee of the SLA.
- d. Treasurer: S/he shall manage all the ADSA funds in coordination with the office of student affairs and allocate funds for all events in coordination with other ADSA officers. S/he shall also serve on the Alumni and external relations committee of the SLA. S/he will also coordinate the annual LL.M Class Gift and future LL.M donations.
- e. Convener: S/he shall be responsible for holding and organizing at least 1 fortnightly meeting of the Executive committee. Shall set the agenda and timing for the meetings. S/he shall also serve on the mental health and wellness committee of the SLA and send periodic reminders to ADSA members to reach to him/her to share any concerns. S/he shall be responsible for writing a blog bi-annually on Stanford Lawyer magazine.
- f. Social Chair: S/he shall be responsible for organization of cultural events for the ADSA members, i.e. to bring people of different cultures together. S/he shall ensure that their concerns are heard by all other student organizations. S/he shall serve on the Diversity and Inclusion committee of the SLA. In addition, S/he shall also keep serving as the LL.M representative to the working group of diversity and inclusion, till its functional. S/he shall also speak on behalf of the ADSA members on commencement.
- g. Correspondent: S/he shall be responsible for making all ADSA announcements on all social-media platforms and shall address preliminary queries about events. S/he shall also serve on the community development standing committee of the SLA. S/he shall be the source of contact for the law school batch even after the academic year.

**Article 7 - *General Duties of officers***

- a. All officers shall work together at least 3 working days prior to any event organized by ADSA to assist each other in their initiatives.
- b. All officers shall mutually assume the responsibilities of each other in the event that one or more of the other elected officer(s) are unable to do so under contingent circumstances.
- c. All officers shall submit a final report of activities conducted at the end of the academic year to the office of student affairs.
- d. All officers will be required to attend all SLA weekly meetings, to the exception of SLA permitting rules.
- e. All officers shall be required to abide by all responsibilities, ad-hoc or otherwise, conferred

upon them by the SLA.

**Article 8 - *Duration of Membership***

All members shall continue to hold membership till the end of the academic year, except for the following, which are permanent positions:

1. Treasurer
2. Convener
3. Correspondent

**Chapter IV - ADMINISTRATION**

**Article 9 - *Faculty-in-charge***

4. The law school appointed faculty of the office of student affairs shall be responsible for coordination with the ADSA. The faculty-in-charge shall maintain a record of former ADSA officers, to facilitate the new members

**Article 10 - *Executive Committee***

5. The executive committee, as defined in Art. 3(d) of the Charter, shall be collectively responsible for all ADSA's initiatives to the faculty-in-charge and the law school.

**Article 11 - *Functioning of the Executive Committee***

The Executive Committee shall strive to function democratically, and as far as possible, through consensus among its members.

**Chapter V - MEETINGS**

**Article 12 - *Fortnightly General Meetings***

There shall be a meeting of the ADSA convened, as far as possible, every two weeks. This meeting shall be held on the first Friday of the fortnight; and where it is not possible to hold the meeting on such day, it shall be held at the next earliest opportunity in the same month.

**Article 13 - *Convening of General Meeting***

Meetings of the ADSA shall be convened solely by the Convener, or in his/her absence, by any other ADSA officer, for any of the purposes mentioned in this Charter.

#### **Article 14 - *Convening of Extra-Ordinary Meeting***

An extra-ordinary meeting, other than the general meeting, can be called by any of the following:

- a) Directed by the Faculty-in-charge;
- b) Requested by 5/7<sup>th</sup> of the Executive Committee;
- c) Requested by twenty-five per centum of the total number of the ADSA members.

#### **Article 15 - *Notice of Meeting***

The Convener or Co-convener, as the case may be, shall, unless otherwise provided by or under this Charter, give notice of at least three days to the Executive Committee, specifying the purpose or purposes for which the meeting is being convened. The notice shall also contain additional information, of any request, direction, rules or amendments proposed, if any, and such other information as is necessary to fully inform the Executive Committee about the business to be conducted at such meeting.

#### **Article 16 - *Conduct of Meetings***

Meetings of the Executive Committee shall be regulated and conducted by the Convener; or in his/her absence, by the Correspondent. Every matter, specified as a purpose for which the meeting has been convened shall be discussed at such meeting.

### **Chapter VI - REMOVAL & REPLACEMENT**

#### **Article 17 - *Removal of ADSA Officers***

- a. Any ADSA officer may be removed and replaced if they are no longer capable of performing in their position.
- b. An ADSA officer will be automatically placed on a month-long probation, with notice provided by the Executive Committee, by the following conditions:
  - i. Failure to attend at least 50% of the general meetings during that quarter, unless there are compelling circumstances approved by the Executive Committee; or
  - ii. Failure to volunteer for at least one ADSA event per quarter; or
  - iii. Acting against the spirit of this Charter.
  - iv. Should an ADSA officer continue to fall below these standards after being notified of their probationary period, s/he will be automatically removed from the post, subject to a 4/6<sup>th</sup> vote by the Executive Committee to retain that Board member in his or her position.

#### **Article 18 - *Procedure for Removal***

- a. Any ADSA member has the power to propose an impeachment motion. It must be initiated during an extra-ordinary meeting called upon by the ADSA. The petitioner must submit a

statement of impeachment to the Executive Committee, endorsed by two (2) ADSA members.

- b. The removal panel shall consist of a quorum of at least 80% of the current ADSA membership.
- c. Each side will have an opportunity to speak for no more than seven (7) minutes. The petitioner shall speak first, and the accused party shall speak second. A majority vote of the removal panel can extend the time allotted to each side. Each side will be provided an equal amount of time to speak.
- d. An 80% vote in favor of removal will result in the immediate removal of the Executive Committee member.

**Article 19 - *Replacement of ADSA Officers***

In the event of removal, it shall be the duty of the Executive Committee to replace the ADSA officer(s) within two (2) weeks of their removal by a majority vote of the ADSA members, and in the meanwhile, to distribute the work evenly amongst the remaining members of the Executive Committee.

**Chapter VII - FINANCES**

**Article 20 - *General Guidelines***

The budget of ADSA shall be allocated by the Faculty-in-charge in a viewpoint-neutral manner.

**Article 21 - *Budget Process***

The Treasurer shall submit a budget plan to the Executive Committee, and Faculty-in-charge, including a rough estimate of the type and kind of expenditures each committee plans to make. From those budget plans, the Executive Committee shall craft events for the year.

**Article 22 - *Budget Transparency***

Any ADSA member shall have the ability to request any of the following items from the Executive Committee and/or the Faculty-in-charge, which they shall provide within one week of the request:

- a. the total amount allocated to each committee;
- b. the amount each committee estimated to be allocated to a budget item; and
- c. the total ADSA expenditures made to date.

**Article 23 - *Suo-moto budget information sharing***

Independent of one of these requests, the Executive Committee and the Faculty-in-charge may share budget information at their discretion.

**Article 24 - *Budget Requests***

- a. a. Any ADSA member may request funding from ADSA, by making such a request of the Executive Committee, for events or initiatives that further the mission statement of ADSA
- b. b. At the discretion of the Executive Committee, shall in consultation with the faculty-in-charge, determine whether to use their budgets to fulfill the budget request.
- c. c. If the subject does not naturally fall within the subject matter of the goals of the Charter, then the Executive Committee itself shall decide whether or not to honor the budget request, subject to a 5/7th vote of the Executive Committee.
- d. d. Any student who requests funding from ADSA, must first ascertain from the Office of Student Affairs whether such funding is reimbursable. If it is not, then ADSA shall be unable to provide funding.

### **Chapter VIII - AMENDMENT**

#### **Article 25 - Resolution for Amendment**

- a. A resolution for amendment to the Charter may be presented by the Faculty-in-charge or by the Convener, or in his absence the Correspondent, at an extra-ordinary meeting especially convened for this purpose. The number of ADSA members present at the said meeting should not be less than one 1/3rd of the total strength.
- b. Resolutions shall be submitted to the advanced-degree lists serve via email. The Petitioner must also individually e-mail such resolution to the Executive Committee and include "PROPOSED RESOLUTION" in the e-mail subject line for adequate notice. The Executive Committee shall have 15 days to plan an Open Floor, as defined in Article 26, and an Extra-Ordinary meeting, to have a voting on such resolution.

#### **Article 26 - Open Floor Policy**

- a. The Executive Committee shall invite the Petitioner to a Resolution for an Open Floor of at least 30 minutes. S/he shall be given at least seven (7) minutes to speak. Fifteen (15) minutes shall be given for questions and answers by the ADSA members. The remaining Eight (8) minutes will be given to the ADSA members to vote on it.
- b. The Executive Committee may take reasonable action to ensure use of open floor is reasonably fair and inclusive. This may include limiting a party's speaking time to ensure other parties are given a chance to speak.
- c. All participants will conduct themselves in a collegial manner. If any participant, including any member of the Executive Committee, is being disruptive, disrespectful, or in any way



abusing the open floor, the Executive Committee may, at their discretion, require the person to silently observe or remove themselves.

- d. During an Open Floor, any ADSA member may also request enforcement of any aspect of the preceding article. In light of any request, ADSA shall take reasonable action to ensure Open Floor Policy is being honored.

**Article 27 - *Acceptance of Resolution***

A resolution for amendment shall pass upon receiving the support of 2/3<sup>rd</sup> of the ADSA members present and voting, in which case the amendment shall be incorporated into the Charter and a copy of the Charter in the amended form shall be made available at the appropriate public forums. Support shall be counted by way of show of hands.

**Chapter IX - RATIFICATION**

**Article 28 - *Public Comment***

- a. This Charter shall go through a public comment process by the Advanced Degree Students studying at the Stanford Law School during the academic year 2018-19. It shall be conducted by the faculty-in-charge, before the election of the ADSA officers for the academic year.
- b. The Faculty-in-charge shall incorporate the comments in a cohesive manner to this Charter.
- c. The public comment process shall last for a period of seven (7) days and should culminate by 15th September, 2018.

**Article 29 - *Voting***

- a. The Charter shall be then put to vote through Stanford permitted electronic media, as determined by the Faculty-in-charge.
- b. The voting period shall last for three (3) working days.

**Article 30 - *Coming into force***

- a. The Charter shall be adopted with immediate effect by the Advanced Degree Students studying at the Stanford Law School during the academic year 2018-19, once it receives a 2/3<sup>rd</sup> majority in the voting process.
- b. In the event that the said majority is not attained, the Charter shall keep going through new public comment processes, until the 2/3<sup>rd</sup> majority is attained.