

To: All Seniors (3L and LLM)
From: Carin N. Crain, Associate Dean for Student Affairs
Date: 1/15/2008
Re: Important Things To Do During Your Final Semester at the University of Iowa College of Law

As you settle into your final semester at the University of Iowa College of Law, you may have questions about graduation and the bar examination. For this reason, I have prepared the following list for you to consider. For some this list is over-inclusive, for others under-inclusive, but I hope that it will prompt you to plan for graduation and the bar examination well before these events occur.

Graduation

- Contact Deb Paul in the Registrar's Office if you have questions on your graduation requirements.
- Complete the application for degree. The deadline is February 29, 2008. The form is available at http://www.law.uiowa.edu/students/degree_app.php
- Before you graduate, make sure you provide Deb Paul and the Career Services Office with your updated contact information;
- Remember Graduation is May 17, 2008, at 1 p.m. at Hancher Auditorium – open seating, no tickets;
- During the week of May 5, 2008, you may pick up your cap and gown from the Iowa Memorial Union bookstore. The cost is approximately \$28.
- Clear all delinquent accounts with the Business Office. Make sure you pay all library fines and parking tickets.
- Graduation memo – you will receive a memo outlining important graduation information and directions from the Dean's Office. After you have completed your degree application, the University Registrar's Office will send you apparel information
- Graduation committee – if you are interested in helping plan the graduation ceremony, this is your first opportunity to step forward and volunteer. Contact Rene Arps in the Dean's Office if you are interested.

Public Service

Law graduates who have earned the **Boyd Service Award** wear honor cords at graduation and are recognized in the commencement program. Students must earn a minimum of 100 hours during law school to receive the award. See <http://www.law.uiowa.edu/students/boydservice.php> for more details.

Remember to log your hours for each month by the last day of the month.

Lawyers & Leaders

Lawyers & Leaders Programming by the Public Service Program: Watch for programs of special interest to graduating seniors this spring, sponsored by the Public Service Program and other Student Services departments. Topics include planning your financial future (stock market and financial planning 101 and retiring your student loan debt), people skills for succeeding in law practice, mindfulness meditation as a strategy for dealing with stress, working with clients with substance abuse, how to serve on non-profit boards, and more. The Lawyers & Leaders Series consists of workshops, lectures, and other programs that focus on pro bono traditions, leadership development, practical lawyer and life skills, and community issues.

Financial Aid

- If you plan to apply for a Bar Examination Loan from www.accessgroup.org, allow at least three weeks (more if you will need a co-signor) from date of application to receipt of funds. The Bar

Examination Loan funds may be used for bar registration fees, bar prep courses, and living expenses while studying for the bar.

- On-line Student Loan Exit Interviews must be completed prior to, or just after graduation. Federal Direct Loan Exit Interviews are at www.uiowa.edu/financial-aid/loans/counseling.html. If you need to complete an exit interview for the Perkins or Iowa Law School Foundation Loan, you will receive an email directing you to ECSI's website, the loan server for UI Perkins and Law Foundation Loans.

The State Bar Examination

- Participate in the early bar examination preparation activities sponsored by the University of Iowa College of Law. For example, on February 8, 2008 at 12:40 representatives from the Iowa and Minnesota Boards of Law Examiners will present a program entitled "Demystifying the Bar Examinations." Our guests will provide information and respond to your questions regarding the creation of bar examination questions and scoring of bar applicants' answers. They can also respond to your questions regarding their character and fitness requirements. Relevant information regarding admission to the bar in other jurisdictions will also be available.

- If you have not already done so, if registration is required, register as a law student with the State Bar of Iowa (www.judicial.state.ia.us) or in the state where you plan to take the Bar exam.

- Take and pass the Multistate Professional Responsibility Exam (MPRE) prior to the bar examination. Test Dates: 03/08/08 and 08/08/08. On-line registration for the MPRE is at www.ncbex.org or www.act.org/mpre;

- Submit your Iowa Bar Examination application: July 28-30, 2008 (timely filing March 1, 2008). Check www.judicial.state.ia.us for further information *

- If you plan to take a bar examination in another state, the following information may be helpful to you*: Illinois test dates July 29-30, 2008 (timely filing February 1, 2008), www.ibaby.org; Minnesota test dates July 29-30 (timely filing March 15, 2008), www.ble.state.mn.us; California test dates July 29-30, 2008 (timely filing April 1, 2008), www.calbar.org; Arizona test dates July 29-30, 2008 (timely filing February 1, 2008), www.supreme.state.az.us/admis; Colorado test dates July 29-30, 2008 (timely filing May 1, 2008), www.coloradosupremecourt.us/BLE/ble_home.htm; Missouri test dates July 29-30, 2008 (timely filing March 15, 2008), www.mble.org; Wisconsin test dates July 29-30, 2008 (timely filing May 1, 2008), www.wicourts.gov

- If you are seeking non-standard accommodations for the bar examination, submit your request now;

- Decide which commercial bar review course(s) to purchase and then purchase;

- Many of you will be in need of a notary public to complete your application for admission to a bar.

There are four in the building including Deb Paul and Rene Arps in the Dean's Suite.

- Finger Print cards and information about multistate examinations is available from Deb Paul.

- The University of Iowa Department of Public Safety offers free fingerprinting. Fingerprinting hours are Monday-Thursday, 9:30 a.m.-12:00 p.m. and 5:00-7:00 p.m.

- Study hard, stay focused.

Seeking Assistance from the Career Services Office

- Fill out your Graduate Employment Survey which is available in Symplicity. If you will be moving out of town after graduation, collect any CSO handouts that you would like to have;

- Create a list of your own contacts and begin contacting them for informational interviews.

- When you obtain employment, let CSO know.

- Remember: your CSO are always available to continue to assist you with finding employment after you graduate.

Photo Panel

- You can contact Photo Service to have a picture taken of you in their office at C109 Seashore Hall, 335-2561, 9:00-11:00 and 1:00-4:00 (\$30 fee includes the sitting fee and a copy of the completed panel), or you can submit a photo to Deb Paul, with a copyright release (\$15 processing fee and additional \$12 if you want a copy of the composite).

*Please check these dates and deadlines because they are subject to change.