



### **Full-Time Student Work Schedule Limitations**

A full-time student who is enrolled in at least 12 credits during a fall or spring semester, or at least 5 credits during a summer session, may not work more than 20 hours per week.

In addition, absent extraordinary circumstances as approved by both the Associate Dean of Academics and the Assistant Dean of Student Life, a full-time student may not work on or off campus until he or she has successfully completed at least 29 credits hours. First-year students who need to work are encouraged to consider the College of Law's part-time program.

This policy applies to employment on and off campus, and applies to any type of employment for which a student receives remuneration. It does not apply to volunteer work. While the limitations on work described above do not apply to periods when classes are not in session, such as breaks between semesters or a summer session when a student is not enrolled in classes, on-campus employment by the College of Law is limited to 20 hours at all times unless advance approval is obtained from the Associate Dean of Academics. If the student has more than one employer, the limitations are cumulative, which means that a student cannot work more than 20 hours total.

If any full-time student is working on or off campus, for any number of hours, the student must complete a Full-Time Student Employment Form, which is available in the Office of Student Life. A student has an obligation to update this form any time his or her employment changes.

Violation of this policy may result in disciplinary action, an inability to work on the College of Law campus, a determination that a full-time student has not satisfied the residency requirement, and/or a report to the Character and Fitness Committee of the Board of Bar Examiners.

*Administrative policy enacted January 16, 2009; replaces the former policy titled "Clerking – ABA Accreditation Rule"*