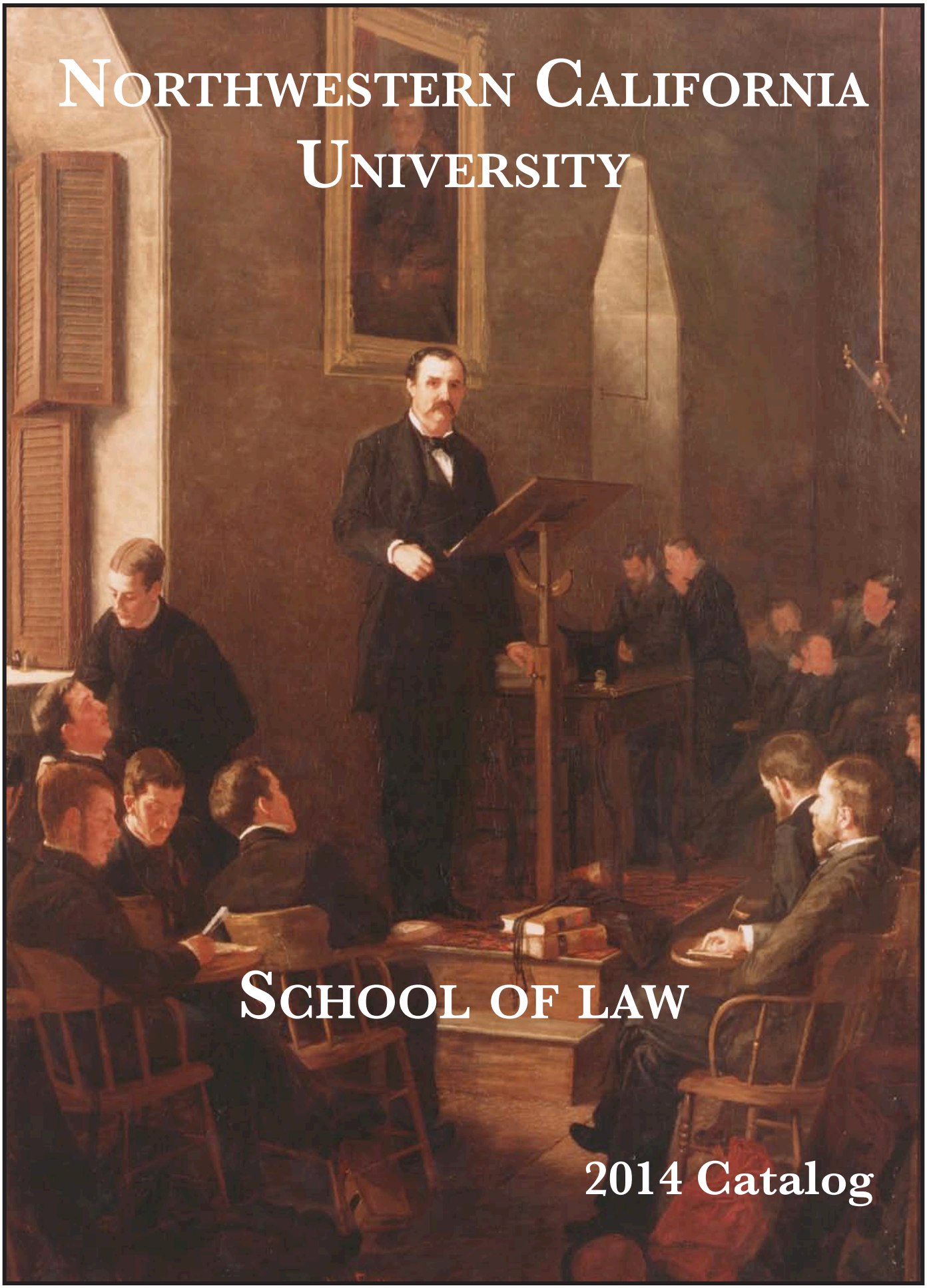
Northwestern California University



School of Law

2014 Catalog

Message from the Dean

"One thing more expensive than education is the lack of it."

Michael Patrick Clancey Dean of Northwestern California University

Northwestern California University is a non-traditional law school. It arose from the needs of those who desired to study law but because of financial limitations, family responsibilities, geographic location, time constraints, etc., could not attend a regular classroom type law school.

History is filled with the names of famous American lawyers and jurists who, for one reason or another, came to the Bar after having been essentially self-taught in law. Persons like Abraham Lincoln, Thomas Jefferson, U.S. Supreme Court Chief Justice John Marshall, Daniel Webster, Henry Clay, (Harvard) Dean Roscoe Pound, Robert Jackson (U.S. Supreme Court Justice and Chief U.S. Prosecutor at Nuremberg), Clarence Darrow, and many more, either spent little time in law school or, in the example of Lincoln, never even saw the inside of a law school. They had in common a burning desire to learn law and mentors to guide them in their quest.

I strongly encourage those of you who can attend a regular classroom type law school to do so. I realize, however, that this is not possible for many. The strongly motivated, who are unable to attend class, can still obtain an excellent education in law through enrollment in our program.

The information you will find in the pages that follow will give you a sense of all our School of Law has to offer its students. Through a combination of online coursework, webcast audio/video recorded lectures, and textbook study, the school provides opportunities ranging from a two-year Bachelor degree program to a four-year Juris Doctor degree program.

We at Northwestern California University commend you in your pursuit of higher knowledge. Abraham Lincoln once wrote to a young student interested in studying law, telling him:

> *"Get the books, and read and study them till you understand them in their principal features; and that is the main thing... Your own resolution to succeed is more important than any one thing."*

Our school's innovative; quality programs will help you succeed. They are exceptional not because the School has been in existence for over 30 years; but instead, the School has been in existence for that period of time because the programs are exceptional.

I now invite you to discover in your reading of the other pages of this Website some of the many aspects of what makes the online law study community of Northwestern California University an extraordinary place to learn.

Very Truly Yours,

Michael P. Clancey

Letter from the Academic Dean

Dear Prospective Applicant:

Thank you for your inquiry into the educational programs offered by Northwestern California University School of Law.

This Catalog provides information regarding the objectives and requirements of the school. It also describes in detail the courses and degrees offered.

We are proud of the uniqueness of our school in that it offers a tailored course of study utilizing Internet and recorded teaching to provide a thorough legal education for applicants seeking California State Bar Eligibility. It is equally suitable for students with other career goals in mind.

We are eager to assist you in your educational needs. After reading the information we hope you will be as excited about our programs as we are.

Transcripts from schools you previously attended do not have to be received by our school before you can be approved for enrollment. Verification of that information may be supplied after your studies have begun.

Your interest in our school is most appreciated. We look forward to receiving your application for enrollment.

Sincerely,

Mary Schofield

Academic Dean

Academic Dean Mary Schofield

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History of the School

Northwestern California University School of Law was founded in 1982. It is the oldest law school of its type with continual operation in California, having been approved in 1982 to issue degrees by the State of California Department of Education. Its Juris Doctor (J.D.) degree program is presently registered with and regulated by the California State Bar.

The school is located in a modern office building with a beautiful riverside setting next to the Sacramento River in Sacramento, California. The school's facility contains an administrative lobby, faculty offices, a mock courtroom and a law library.

The school's mock courtroom is used for periodic review sessions for local students. The resident sessions are not a required portion of the school's online program, since the defining feature of the school has been that students are not required to attend classes or study sessions in person.

Graduates of the school's Juris Doctor law study program include many who have gone on to occupy influential positions in government. They have been employed in positions such as Deputy District Attorney and Juvenile Gang Prosecutor in California, as General Attorney at the U.S. Equal Employment Opportunity Commission, Office of Federal Operations in Washington D.C., as Court Executive for a U.S. District Court, and as (Presidential appointee) Director of the Office of Thrift Supervision, U.S. Department of Treasury in Washington D.C. Many others, after graduation, have been promoted to high-level positions in business and industry, and still others have entered the private practice of law fulfilling lifelong ambitions.

Northwestern California University has from its inception focused on providing a law study program of the highest quality at a very affordable rate of tuition to people who live far from traditional schools, or with family commitments, or jobs that involve irregular hours, or travel.

The school's online programs are offered over the Internet through a course management system and technology platform featuring Online Discussion Boards, Audio/Video Lectures and a Virtual Classroom to provide dynamic collaboration and communication between students and faculty members.

The faculty consists of law professors who are available to all students for course-specific questions via the school's Online Discussion Boards and through Videoconferencing. Students have access to an electronic law library, through LexisNexis, and can network with the professors and each other, and participate in online "real-time" chats, through the school's Internet campus.

Students, both past and present, include graduates of leading colleges and universities throughout the world including Oxford, Harvard, Yale, Stanford, MIT, Beijing University, the University of Paris, Keio University of Japan, the University of Michigan, the U.S. Naval Academy, the U.S. Air Force Academy, and many others.

Numerous students and graduates of the school without prior college degrees qualified for enrollment based on their having acquired sufficient course credits (60 semester college units) or adequate scores on a few selected and specific College Level Equivalency Program (CLEP) tests.

No Law School Admission Test (LSAT) scores are required for entry to the school. A 'Rolling Enrollment' process allows immediate commencement of law study.

Curriculum & Degree Requirements

Degree Program: Law Study Title Of Degree: Bachelor Of Science In Law

The Bachelor of Science in Law (B.S.L.) degree may be earned while pursuing the prescribed curriculum for the degree of Juris Doctor (J.D.).

The B.S.L. is an undergraduate, non-professional degree available to those who complete one-half of the school's law study (J.D.) program after having first completed 60 or more acceptable college semester units or 90 quarter units, or the equivalent, with a cumulative GPA of at least 2.00 at an accredited or state approved school, to be eligible for admission.

Requirements:

The Bachelor of Science in Law Degree will be granted to those students who successfully complete Part I and Part II of the law study program, which consists of a total of eight courses. Each course is worth 6 units of credit for what is the equivalent of two semesters, or one academic year's worth of schoolwork. It is required that a minimum of 216 study hours be expended by each student per course. Accordingly, 36 study hours are expended at a minimum for each unit of credit.

Northwestern California University does not require formal, on-campus residence or classroom attendance. Four years of law study are required by the California State Bar for those seeking such eligibility through the Law Study Program.

A minimum overall gradepoint average of 2.00 is required in Part I and II of the law study program before the Bachelor of Science in Law Degree will be awarded.

Prerequisites/Admission Requirements:

Students must have completed 60 or more acceptable college semester units or must have passed College Equivalency Examinations approved by the California Committee of Bar Examiners.

Instructional Methods:

Students listen to recorded lectures. Additionally, written material is studied for each course. The written material is comprised of online school guidebooks, commercially prepared course outlines and, for most courses, casebooks.

Students are exposed to most of what they would have been exposed to by attending classes at a traditional law school, i.e. lectures given by law school professors, cases that they read and brief, and examinations given in traditional format.

The students are encouraged to supplement the prescribed instruction with other study materials traditionally used by law students and usually purchased 'off campus'. These supplemental materials include hornbooks, flow charts, flash cards, etc.

Students in this school's law study program, just like students at traditional law schools, are required to listen to the course lectures, prepare case briefs, read prescribed written materials and take mid-term and final examinations. Additionally, for our first-year students, an open book quiz must be completed prior to the taking of midterms in each of the following first-year courses: Contracts, Torts and Criminal Law.

Mid-term examinations are done by the students in open book fashion and must be sent to the school by the students for grading by one of the school's faculty members. A mid-term grade constitutes one-third of the student's ultimate grade for a course.

Final examinations are administered by a selected proctor who must be a lawyer, a judge of a regional court or a school official (school administrator or teacher). The school sends the final examination to the proctor who administers the exam to the student and returns the answers to the school for grading. The final exam grade constitutes the remaining two-thirds of the student's final grade.

The test questions for the midterms and finals are styled after those given to law students at most traditional law schools and are similar in complexity.

Curriculum:

See the list of courses for the Law Study Program in the Course Description section. Those listed under Part I and Part II of that program are the courses that must be successfully completed before the Bachelor of Science Degree will be conferred. Some limited course substitution, i.e., substituting a course from Part III or IV for a course in Part II, may be allowed or advised dependent upon a particular need or interest of the student. Additional elective courses are offered as a supplement to the prescribed curriculum.

Degree Program: Law Study Title Of Degree: Juris Doctor

The Juris Doctor (J.D.) degree is a graduate, professional doctorate degree that is conferred upon

those who complete the school's law study (J.D.) program.

Requirements:

The Juris Doctor Degree will be granted to individuals who have successfully completed all required parts of the law study program. It is the student's responsibility to be sure that Bar eligibility requirements are followed.

Each course in Part I through Part IV of the law study program is worth 6 units of credit for what is the equivalent of two semesters, or one academic year's worth of school work. It is required that a minimum of 216 study hours be expended by each student per course. Accordingly, 36 study hours are expended at a minimum for each unit of credit.

Prerequisites/Admission Requirements:

Same as those previously disclosed for the Bachelor of Science in Law Degree.

Instructional Methods:

Same as those previously described for the Bachelor of Science in Law Degree.

Curriculum:

See the list of courses for the Law Study Program in the Course Description section of the catalog.

Disclosure

[Important Disclosure Required of All Correspondence/Distance-Education Law Schools in California]

The Bar Program - Juris Doctor Degree:

The method of instruction at this law school for the Juris Doctor (J.D.) degree program is principally by correspondence.

Students enrolled in the J.D. degree program at this school who successfully complete the first year of law study must pass the First-Year Law Students' Examination required by Business and Professions Code Section 6060 (h) and Rule 4.55 of Title 4, Division 1 of the *Rules of the State Bar of California (Admission Rules)* as part of the requirements to qualify to take the California Bar Examination. A student who passes the First-Year Law Students' Examination within three (3) administrations of the examination after first becoming eligible to take it will receive credit for all legal studies completed to the time the examination is passed. A student who does not pass the examination within three (3) administrations of the examination after first becoming eligible to take it must be promptly disqualified from the law school's J.D. degree program. If the dismissed student subsequently passes the examination, the student is eligible for reenrollment in this law school's J.D. program, but will receive credit for only one year of legal study.

Study at, or graduation from, this law school may not qualify a student to take the bar examination or to satisfy the requirements for admission to practice in jurisdictions other than California. A student intending to seek admission to practice law in jurisdictions other than California should contact the admitting authority in that jurisdiction for information regarding the legal education requirements in that jurisdiction for admission to the practice of law.

Significant Note: Students disqualified from continuance in the school's law study program for not having passed the California First-Year Law Students' Examination within three (3) administrations of the examination after first becoming eligible to take it are, nonetheless, eligible for conferment of the **Northwestern California University Bachelor of Science in Law (B.S.L.) degree** upon successful completion of two years of study with a cumulative grade point average of 2.0. As to students who are already bachelor degree holders, they are eligible to earn the school's B.S.L. as a second bachelor's degree. Completion of the degree signifies critical awareness of the common law legal tradition of the United States and the ability, as a non-lawyer, to apply analytical and problem-solving skills in a variety of legal and non-legal settings.

Notice to Prospective Bachelor of Science in Law Program Students: As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Course Descriptions

Bachelor of Science in Law (B.S.L.) and Juris Doctor (J.D.)

PART I

- **Introduction to Law and Legal Writing** -- Introduction to the basic concepts of law and legal writing, and the history of the American system of jurisprudence and juristic theory that originated from, and was developed and formulated through, the common law of England, and is now recognized as an organic part of the jurisprudence of most of the United States.
- **Criminal Law** -- A study of that branch or division of the law that relates to crimes and their punishments.
- **Contracts** -- A study of the promissory agreements that exist between two or more persons or entities and that create, modify, or terminate legal relationships. The different classifications of such agreements and the requisite elements of each will be distinguished.
- **Torts** -- An analysis of the private or civil wrongs or injuries which occur because of the violation of duties imposed by law and not by mere agreements between parties. The course analyzes cases involving injuries to persons or to reputation or feelings, as well as to injuries and damage to real and personal property. Specific topics such as negligence, defamation of character, invasion of privacy, misrepresentation, and assault and battery will be discussed.

PART II

- **Real Property** -- A study of the body of law relating to land and improvements thereon; as distinguished from movable personal property. The English Common Law as it relates to real property will be emphasized.
- **Remedies** -- A study of the common law remedies afforded to private persons or entities in the civil courts insofar as their rights have been injured by the civil wrongdoing of another; as distinguished from the remedy of criminal prosecution for injury to the rights of the public.
- **Criminal Procedure** -- A course analyzing the methods prescribed by law for the apprehension, trial or prosecution and fixing the punishment, of those persons who have broken or violated, or are supposed to have broken or violated the criminal laws.
- **Agency and Partnership** -- A study of the legal aspects of the rights and liabilities of individuals involved in or dealing with agency relationships and partnerships. The course analyzes the creation of an agency, the master and servant relationship, the authority of an agent, dissolution and termination of a partnership and related agency and partnership concepts.

PART III *(Completion of Parts III and IV not required of those who wish to receive the Bachelor of Science in Law degree only.)*

- **Corporations** -- An analysis of the procedures involved in forming a corporation, as well as the rights and duties of directors, shareholders and corporate officers. Comparative attention is given to court-made legal principles as well as to the rapidly expanding impact of federal regulation of corporations and securities.
- **Constitutional Law** -- Topics include separation of governmental branch powers, including the Case and Controversy Doctrine and powers of the President; division of powers between the federal government and the states; constitutional limitations on governmental regulations of economic interests and fundamental personal interests under the equal protection and due process clauses; due process and procedure; the state action concepts; and freedom of speech and religion.
- **Evidence** -- A study of those rules of law that determine what testimony and documentary proof should be admitted or rejected in each case, and the weight to be given to the testimony and exhibits admitted.
- **Civil Procedure** -- A course that studies the methods of enforcing rights and remedies in a civil lawsuit, including pleading, process, and practice whether in the state or federal court. The course analyzes the regular and orderly progress of a civil action from its commencement to the entry of judgment.

PART IV

- **Professional Responsibility (Ethics) (6 units)** -- A study of the ethical duties and professional responsibilities that apply to members of the legal profession in California and under the American Bar Association Code of Professional Responsibility and the Code of Judicial Conduct.

Course Descriptions

- **Community Property (6 units)** -- A survey of the law that relates to property owned together by husband and wife. Particular emphasis will be given to the California community property system and recent California developments in community property law.

- **Administrative Law (6 units)** -- A study of the rules and regulations related to commissions and boards created by legislative power. The governmental powers, legislative policies and purposes that serve as the basis for administrative law will be examined along with the administrative remedies available.

- **Wills (6 units)** -- A survey of the fundamental rules and concepts governing estate planning and administration. Course coverage includes: intestate succession, family protection and the limits on the power of testation, execution, revocation and revival of wills, introduction to interpretation of wills, contracts to make wills, will substitutes, creation and modification.

- **Trusts (6 units)** -- A study of the law related to the creation, modification and termination of intervivos and testamentary private trusts, the nature of the beneficiaries' interests in private trusts, introduction to charitable trusts, introduction to the administration of trusts and, an analysis of the powers, duties, rights and liabilities of fiduciaries, management of assets, and fiduciary accounting.

  ELECTIVES *(Elective courses are for third and fourth year students, and: for transfer students who have to take more courses to meet individual requirements placed upon them by the Committee of Bar Examiners, and have already completed all, or almost all, of the standard curriculum of Northwestern California University.)*

- **Legal Research (6 units)** -- A course that focuses on techniques used in finding appropriate books and other materials in the law library and through online research to draft legal pleadings such as complaints, demurrers, memorandums, supporting and opposing motions, points and authorities, and other documents (i.e., articles of incorporation, wills, trusts, petitions for dissolution of marriage or bankruptcy, etc.).

- **Legal Writing (6 units)** -- A course designed to develop logical and creative legal thinking and writing for both examination and legal practice purposes.

- **Legal Practice (6 units)** -- Practical training that allows students to create a meaningful purpose for themselves in the field of law, to choose an area of specialty, and to determine the kind of practice in which they would be most interested or best suited. Requires work in a law office under the internship of a lawyer, found by the student, who is willing to certify the scope, depth and length of the work experience. Also requires that the student prepare a paper discussing the ethical, social, practical and moral issues involved in such a practice. (Certain additional written work can, with prior written approval, be substituted for the work experience/internship requirement.)

- **Professional Skills (6 units)** -- A course in which students develop a fictitious lawsuit and then draft pleadings, discovery, and motions on behalf of the parties in the case. The skills focused on include organization, legal analysis, legal writing, legal ethics and tactics.

- **Legal Document Drafting (6 units)** -- A course that exposes students to basic legal document drafting in various settings. Drafting techniques common to most legal documents will be explored from the perspective of a small law office setting. Students will represent a fictitious client and assist that client in a variety of matters including contract drafting, will preparation, negotiation and settlement of a dispute, and legislative drafting on a topic involving the client's interests.

- **Trial and Appellate Advocacy (6 units)** -- A practical course designed around a fictitious case to provide students with an understanding of the rules of evidence and their application in a trial and appellate setting. The course has an instructional component which draws upon assigned readings to contextualize various exercises. The focus of the exercises is on planning, case theory, trial strategy and tactics, opening statements, direct and cross examination of witnesses, closing arguments, appellate brief writing and appellate oral arguments.

- **Medical Jurisprudence (6 units)** -- A study of the science which applies the principles and practice of the different branches of medicine to the identification and determination of doubtful questions in a court of justice. Course coverage involves a mixed science of law and medicine, sometimes referred to collectively as "forensic medicine".

Course Descriptions

- **International Law (6 units)** -- A study of the law which directs the course of nations. The course provides an analysis of the customary law which regulates the exchange and communications between independent nations in peace and war.
- **Military Law (6 units)** -- A survey of the regulations for the governing of armed forces, particularly that branch of the law which respects military discipline and the government of persons employed in the military service of the United States. Philosophy of Law (6 units) -- A study involved with the application of the rational techniques of the discipline of philosophy to the subject matter of law. Course coverage includes: the nature of law; moral theory and its application to law; crime and punishment; and, law and economics.
- **Philosophy of Law (6 units) --** A study involved with the application of the rational techniques of the discipline of philosophy to the subject matter of law. Course coverage includes: the nature of law; moral theory and its application to law; crime and punishment; and, law and economics.

NOTE: Enrollment for all degree seeking students must be in the School's Juris Doctor Program. Those who enroll in the School's Juris Doctor (JD) Degree Program may enroll in the school's Joint Bachelor of Science in Law (BSL) Degree/Juris Doctor (JD) Degree Program following the end of their first successful academic year of study in the Juris Doctor Degree Program. The BSL degree is awarded to those who choose that option and successfully complete the second academic year of study.

Bar Membership & Registration

The Juris Doctor (J.D.) law study program when completed over a four-year period is designed to meet the requirements for licensure and admission to practice in the California State Courts and the United States Federal Courts as a California attorney.

The requirements for immediate and/or eventual licensure and admission to practice in the courts of other states may not be met by graduation from Northwestern California University. Many states within the United States, however, upon application and testing will admit an attorney to practice after he or she has passed the bar of another jurisdiction (i.e. California) and has practiced law for a period of time, usually five years.

Admission to the practice of law in the State of California is regulated by Section 6060 of the Business and Professions Code of the State of California and by the rules of the Committee of Bar Examiners. Each student is responsible to comply with the requirements established by the Committee of Bar Examiners. Those students seeking Bar eligibility are advised to obtain and read Rule 4.55 of Title 4, Division 1 of the *Rules of the State Bar of California (Admission Rules)* which are available by writing or phoning the Committee at:

The Committee of Bar Examiners 180 Howard Street
San Francisco, CA 94105 (415) 538-2300

Every student seeking admission to practice law in California is required to register with the Committee of Bar Examiners. Students who enroll in Northwestern California University and should register with the Committee of Bar Examiners within 90 days of enrollment. The student registration numbers assigned by the Committee to new students must be furnished to the University by each student within 60 days of his or her receipt thereof.

Students, after one year of study, must take and successfully pass the State of California's "First Year Law Students' Examination." The requirement to take and successfully pass the "First Year Law Students' Examination" does not apply to transfer students who have completed the first year at an American Bar Association approved, or California State Bar accredited law school such that they were eligible for advancement into second year curriculum there.

It is important to note that individuals who do not have a U.S. Social Security Number will not be allowed by the California Committee of Bar Examiners to register as a law student, or take the California "First Year Law Students' Examination" or the California "General Bar Examination." The requirements can be viewed on The State Bar of California Website at http://www.calbar.ca.gov.

General Information & School Policies

Mission

Northwestern California University was established in 1982 to provide quality education to individuals around the world through independent, non-resident study.

The school's programs are designed to combine the best features of traditional education with Internet based, online and recorded instruction.

A California Bar regulated program will prepare individuals for admission to practice before the California State Courts, the United States Federal Courts and the United States Supreme Court. The Bachelor of Science in Law degree will be awarded to those who complete one-half of the program. The degree of Juris Doctor will be awarded to individuals who complete the entire program.

The program requires four years of correspondence study in accordance with California Bar requirements.

Educational Objectives

To accomplish its purpose in the field of law, Northwestern California University strives for the following objectives:

1. To educate individuals to become qualified lawyers.
2. To equip the student with in-depth knowledge of the common law of England (which constitutes the basis of jurisprudence in the United States and many countries) and teach the basic reasoning underlying such law.
3. To instruct the student in certain areas of statutory law.
4. To promote critical evaluation of law and its application to situations in a broad perspective.

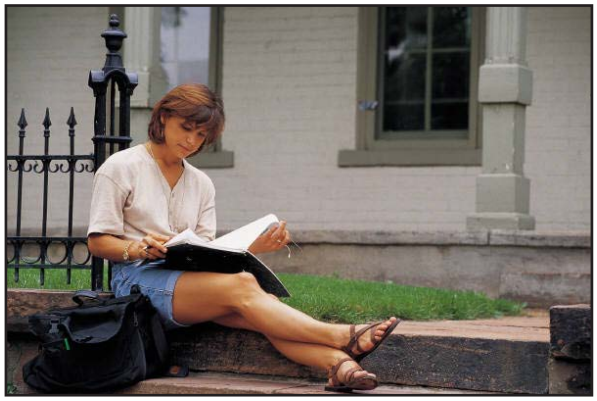
Residence and Time Requirements

Northwestern California University does not have or require on-campus residence or classroom instruction. Four years of law study, accomplished according to certain terms and conditions, are required by the California State Bar.

It will be the student's responsibility to be sure that the Bar eligibility requirements are met.

State Authority to Grant Degrees and Certificates

Northwestern California University has been approved by the State of California to award degrees.



The University has filed satisfactory affidavits and statements of full disclosure with the State in each of the following areas:

- The Objectives of the University
- The Proposed Methods of Achieving those Objective
- The Curriculum
- Instruction
- Faculty Qualifications
- Physical Facilities
- Administrative Personnel
- Educational Records
- Tuition and Tuition Refund Policy
- Scholastic Regulations
- Degrees to be Conferred
- Graduation Requirements
- Financial Stability

The school's Juris Doctor (J.D.) degree program is presently registered with and regulated by the California State Bar.

Dropout And Leave of Absence Policies

A student will be considered continuously enrolled in a program until it is completed, so long as all enrollment documents are signed, required tuition is paid and the student remains in good academic standing. Termination of enrollment will occur if the student has not completed a part (i.e. part 1, 2, 3 or

4) of the Law Study program within one year.

Time Limitations - Bar Study

The School's Law Study Bar Program is regulated by the California State Bar. It requires 864 study hours per year to be completed during a period of not less than 48 nor more than 52 consecutive weeks of study. Once study is commenced for one part of the program that year of the course must be completed within the 48 to 52 consecutive weeks time period.

Lexis-Nexis & Library Letter of Introduction

Access to and use of a law library in a physical facility is not required of students enrolled in the school's programs. However, a letter of introduction is provided to enrolled students to assist them in getting use privileges at law libraries. Students are advised to present the letter to librarians at law libraries and/or law offices in their local areas. Additionally, Lexis-Nexis online law library privileges are available to all of the school's students.

Response / Evaluation / Grading

The University focuses on having the approximate time that will elapse between its receipt of examination answers, and its mailing of its responses or evaluations, as 10 days.

Student Rights

A. Privacy of Student Records. The disclosure of information from student records is largely governed by state and federal law. The school policy is to abide by that law. Faculty members and administrative staff members are guided by three principles. They are:

1. The privacy of an individual is of great importance, and

2. The information in a student's file should be disclosed to the student on request unless there are compelling school interests for non-disclosure of particular information.

3. Without the written consent of the student, disclosure of confidential information from student records to anyone is limited to those who have a legal right of access to the records. A determination as to such "legal right" shall be made whenever access to a student record is requested by someone other than the student or the administrative staff and faculty of the school.

B. Non-Discrimination. It is illegal and/or against school policy to discriminate against a student on political grounds or for reasons of race, religion, sex, sexual orientation, handicap, ethnic or national origin, ancestry, marital status, medical conditions, status as a veteran or disabled veteran, or within the limits imposed by law because of age or citizenry; or for other arbitrary or personal reasons.

Student Conduct And Grievances / Reservation of Rights

Northwestern California University reserves the right to refuse admission to any applicant at the discretion of the Dean or the Board of Regents and to disqualify, discontinue or exclude any student at the discretion of the Dean or the Board of Regents.

Students enrolled in the university's programs are expected to adhere to the highest standards of ethics, conduct, and scholarship and are subject to the imposition of sanctions that include, but are not limited to; revocation of grades, suspension, disqualification, and complete dismissal or exclusion, for conduct determined to be not in keeping with those standards. Such conduct shall include, but is not to be limited to, misrepresenting material facts on the student's application for admission and cheating on any of the examinations given by or for the school or by the California Committee of Bar Examiners.

A student charged with conduct that has led to the imposition of a sanction by the Dean or the Board of Regents may request a hearing of the matter by the Board of Regents, or by an ethics and standards committee appointed by the Board of Regents, and further; will then be advised of the student's right to be present and to be heard.

The university also reserves the right to change any of its policies without prior notice, including but not limited to tuition, fees, unit or hourly value per course, course offering, curricula, grading policies, graduation and degree requirements, and admission standards and policies.

Students may file complaints with the Family Educational Rights and Privacy Act Office of the United States Department of Education (FERPA) concerning alleged failures by the school to comply with the Family Rights and Privacy Act of 1974 (the 'Buckley amendment'), as amended, in relation to the procedures and decisions involved with any such matters.

Retention of Student Records

The record keeping for this institution is kept in files for each student in such a way that adequate information is maintained by the institution to show student progress, grades, and that satisfactory standards are enforced relating to progress and performance.

General Information & School Policies

Northwestern California University maintains all required records at 2151 River Plaza Drive, Suite 306, Sacramento, California 95833, immediately available during normal business hours, for inspection by officials from the State of California Bureau of Private Postsecondary Education and The Committee of Bar Examiners, showing:

A. The name, address, e-mail address, and telephone number of each student who is enrolled in an educational program at Northwestern California University.

B. Permanent records of all of the following for each student granted a degree or certificate by Northwestern California University:

1) The degree or certificate granted and the date on which that degree or certificate was granted.

2) The courses and units on which the certificate or degree was based.

3) The grades earned by the student in each of those courses.

Grade Reports

All grades are issued at the end of the program, or any part thereof. The following grading system is used:

A -- Indicates a thorough mastery of subject material and ability to creatively use the knowledge gained. **B** -- Indicates good mastery of subject material and ability to use to good advantage the knowledge gained. **C** -- Indicates average mastery of subject material with evidence of ability to profitably use the knowledge gained. **D** -- Indicates a passing grade but poor understanding and ability to use the knowledge gained. **F** -- Failure

Credits And Honors

1. A grade point average of 2.00 is required for graduation.

2. Graduation:

- With Honor 3.30 - 3.59
- With High Honor 3.60 - 3.84
- With Highest Honor 3.85 - 4.00

Transfer Policy

Northwestern California University accepts transfer students from recognized law schools and grants credit for previous law school work in accordance with regulations established by the California State Bar. No minimum prior grade point average is necessary for transfer. Transfer applicants are granted or denied the right to transfer in accordance with the discretion of the school's Dean.

Students who desire to transfer to Northwestern California University from another institution must file an application for admission and submit official copies of transcripts from all law schools previously attended.

Award of Credit—Experiential Learning

Northwestern California University does not award credits for prior experiential learning, which is the process of making meaning from direct experience.

Instructional Methods—Online Study

Students in the school's law study program use a dynamic Internet based course management system and technology platform to access the school's course material, and to collaborate and communicate online with fellow students and faculty members.

They participate in online *"real-time" chats* in the school's *Virtual Classroom*, and have access to an electronic law library. Faculty members are available to all students for course-specific questions, discussions and reviews via the school's *Online Discussion Boards* and through *Videoconferencing*.

Course requirements include watching *Online Audio/Video Lectures*; listening to recorded terminology; reading assigned casebooks and outlines; and taking quizzes, midterms and final examinations.

Housing Information

Northwestern California University is a correspondence school. Its programs are offered entirely over the Internet. Accordingly, it does not provide dormitory facilities or housing for students.

Student Loans

Northwestern California University does not participate in federal or state financial aid programs, or any other loan programs.

A student enrolled in an unaccredited institution is not eligible for federal financial aid programs.

Ability-to-Benefit Students

Ability-To-Benefit students are those who are interested in enrolling in a postsecondary education program, have not earned a high school diploma or General Educational Development (GED) equivalency credential and are seeking financial aid. The school does not accept Ability-To-Benefit students.

General Information & School Policies

Student Services

Northwestern California University offers academic counseling, as needed, through focused one-on-one sessions. It also offers assistance to advanced students seeking certification to participate in the State Bar of California's Practical Training of Law Students (PTLS) program that may allow them to provide legal services under the supervision of an attorney.

Northwestern California University does not provide job placement services.

Registration & Approval

Northwestern California University is registred as a law school with the Committee of Bar Examiners (CBE) of the State Bar of California. Any unresolved complaints regarding the School's Juris Doctor Degree Program can be directed to the CBE, as follows:

Committee of Bar Examiners
The State Bar of California 180 Howard Street San Francisco, CA 94105 415-538-2300
http://www.calbar.ca.gov

The School received degree granting authority for conferment of the Bachelor of Science in Law (BSL) degree and approval to operate the BSL program from the California Bureau of Private Postsecondary Education (BPPE) under provisions of the California Private Postsecondary Education Act (CPPEA). "Approval" and "approval to operate" means compliance with state standards as set forth in CPPEA and the California Education Code.

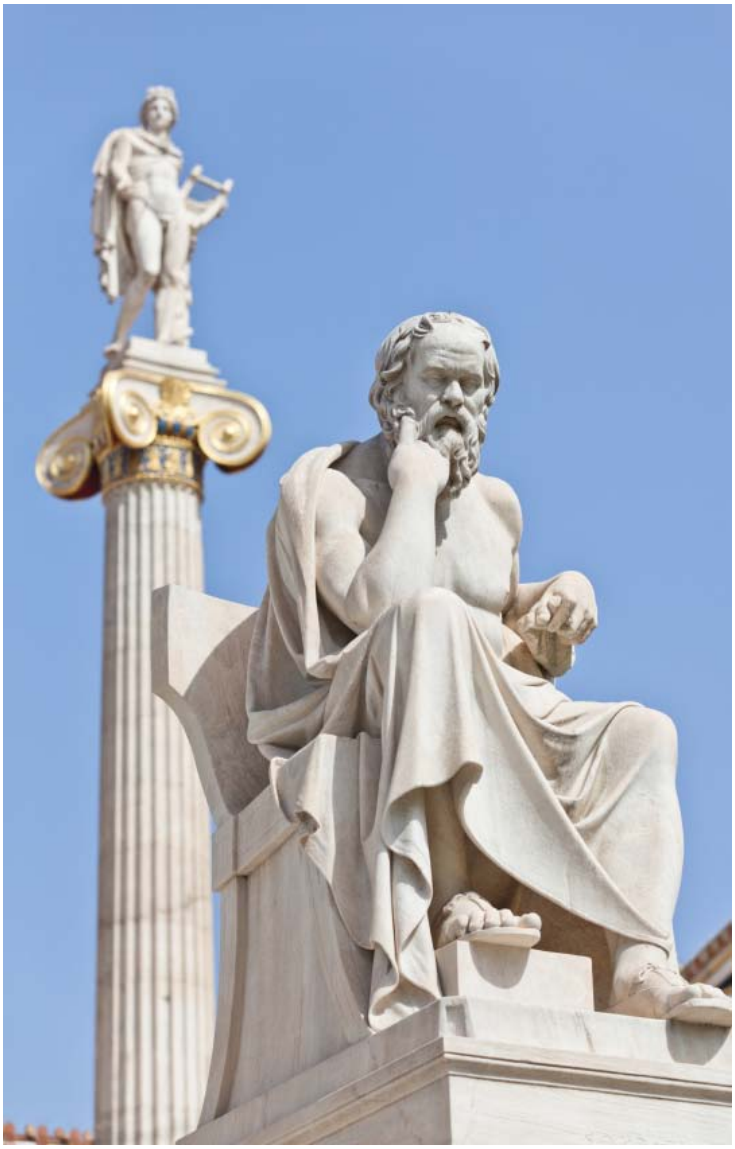
Any unresolved complaints regarding that program can be directed to the BPPE, as follows:

Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive, Suite 400
Sacramento California, 95833

P.O Box 980818, West Sacramento, CA 95798-0818

Phone: (916) 431-6959
Toll Free: (888) 370-7589
Fax: (916) 263-1897

Web site: www.bppe.ca.gov



Admission Requirements

Law Study Program - B.S.L. Degree:

Students seeking the Northwestern California University Bachelor of Science in Law Degree must at a minimum have completed 60 or more acceptable college semester units or 90 quarter units, or the equivalent, with a cumulative GPA of at least 2.00 at an accredited or state approved school, to be eligible for admission. Additionally, they must have already completed one year of law school with a cumulative GPA of at least 2.00.

Northwestern California University requires that students seeking the School's Bachelor of Science in Law Degree have at least one-half of their transferred units (i.e. 30 semester or 45 quarter units) completed in general education courses or accomplished by way of CLEP examinations. Of those, at least one college level course or one CLEP examination must be completed in any four of the following five general education areas:

English Composition
Humanities
Mathematics
Natural Sciences
Social Science and History

Law Study Program - J.D. Degree:

Students seeking the Juris Doctor Degree must have completed 60 or more acceptable college semester units with a cumulative GPA of at least 2.00, or must as an alternative have adequate scores on three, or in some situations five, selected and specific College Level Equivalency Program (CLEP) tests approved by the California Committee of Bar Examiners.

Foreign Transcripts

Students who have completed coursework or graduated from institutions outside of the United States are required to have their transcripts pre-evaluated by one of the recognized foreign credential evaluation services approved by the California Committee of Bar Examiners. A listing of approved evaluation services may be found at: http://admissions.calbar.ca.gov/Portals/4/documents/Education/Credential_Evaluation_Services-R.pdf.

Visa Services (I-20)

Northwestern California University does not provide any type of visa services, nor does it vouch for the immigration status of any student relationship with the United States Government.

English Language Requirements

All coursework at Northwestern California University is provided and completed in the English language. The School does not provide ESL (English as a Second Language) instruction. It is, therefore, essential that all enrolling students have a high level of comprehension and ability in oral and written expression in the English language.

International applicants for enrollment who are non-native speakers of English and who have not successfully completed at least two years of study at an institution where the language of instruction was in English must demonstrate English proficiency by submitting a score report from a company that provides English language testing. One of the two tests recognized by the School for this purpose is the Test of English as a Foreign Language (TOEFL). The other test is the International English Language Testing System (IELTS).

Citizens and permanent residents of sovereign or non-sovereign countries where English is the official language, as well as individuals who have successfully completed at least two years of study at an institution where the language of instruction was in English, are not required to provide TOEFL or IELTS scores. However, non-native speakers of English who received instruction in English in a country where the national language is not English must submit official documentation from the institution attended stating that English is, in fact, the medium of instruction there.

A TOEFL score of at least 550 points (paper-base test), 213 points (computer-based test) or 79 (internet based test) must be achieved by those required by the School to take an English proficiency test. Alternatively, an IELTS band score of 6 or higher is required. There is no preference for one test over the other.

TOEFL inforrmation and test scheduling may be obtained through TOEFL Services, IELTS information and test scheduling may be obtained through IELTS International, 100 E. Corson St., Suite 200, Pasadena, CA 91103, U.S.A. Phone: (626) 564-2954, Fax: (626) 564-2981, Email: ielts@ieltsintl.org , Website: http://www.ielts.org

The score reports must be submitted directly to Northwestern California University by the company conducting the testing. The School will not accept a copy of a score report from an applicant.TOEFL and IELTS scores are valid for only two years. They are deleted from the official database at each testing company at the end of that time period.

Pre-Legal Education

We apply the California Bar Pre-Legal Education Regulations. California Bar regulations mandate that those who have Bachelors, Associate of Arts or Associate of Science degrees from regionally accredited or state (Department of Education or like entity) approved schools are eligible to enroll in law school as California "bar eligible" students. Additionally, individuals with 60 or more transferable semester college credits (90 or more quarter college credits) from such schools, i.e. credits which are considered applicable towards a bachelors degree by upper division schools, are eligible to enroll in law school as California "bar eligible" students.

Unlike the Associate of Arts (A.A.) degree and the Associate of Science (A.S.) degree, the Associate in Applied Arts (A.A.A.) degree and the Associate in Applied Science (A.A.S.) degree are considered vocational degrees rather than academic degrees. The A.A.A. and A.A.S. degrees do not satisfy the California Bar's eligibility requirements. Individuals with these degrees may, however, have enough college credits considered to be transferable to upper division Bachelor degree programs such that they can meet the 60 semester/90 quarter credit requirement.

Individuals with Masters and/or Doctoral degrees who do not also have a Bachelors, Associate of Arts or Associate of Science degree, or 60 or more transferable semester college credits (90 or more quarter college credits) do not meet the California Bars eligibility requirements.

Most college transcripts have course coding and/or numbering information on the reverse side to provide a way to determine whether or not credits shown on the transcript are transferable to upper division schools.

Those who have no college credits or some transferable college credits, but not enough to meet the mentioned requirements must either attend college to get enough 'transferable' credits to bring their total over the minimum (60 semester/90 quarter) limit or, alternatively, take those College-Level Examination Program® (CLEP) tests accepted by the Committee of Bar Examiners as a substitute for pre-legal education college credit.

The California Committee of Bar Examiners and our school will accept adequate scores on each of three, or in some cases five, 90 minute CLEP tests in lieu of prior college credit. English Composition or English Composition with Essay must be taken and a score of at least 50 must be obtained. In addition, two other examinations each designed to correspond to semester courses of 6 semester hours each, or four other examinations each designed to correspond to semester courses of 3 semester hours each, can be selected from any of the following subjects:

- Composition and Literature (Humanities Examination Only)
- Foreign Languages
- History and Social Sciences
- Science and Mathematics
- Business

A score of at least 50 must be obtained for each. These scores will satisfy the college prerequisite requirements for enrollment in our school and California Bar law student registration.

To schedule the examinations you can call (800) 257-9558 or go to the website at **http://www.collegeboard.com/clep**

You can purchase a book to help prepare yourself for the CLEP exams. There are a few available. Most large bookstores carry these books. They are usually stocked in the "Reference" section of each store.

Another alternative is to earn passing scores from CLEP on any of its tests so that additional units could be added to those already accumulated. Yet using this method would require that an accredited school, for instance one previously attended, or the Defense Activity for Non-Traditional Education Support (DANTES), add those credits to their official transcript to make them acceptable to the Committee of Bar Examiners.

An A.A. or A.S. degree, or 60 units of "transferable" college level semester units is required of those who do not plan to become lawyers and are not going to register as law students with the California Bar. These students cannot meet the school's requirements for enrollment with passing results on three to five selected CLEP tests. That alternative is available only to those focused on Bar qualification.

Faculty & Staff Members

Staff members Janie Munoz, Kelly Spruiell and Lori Zapata with Dean Clancey at California State Capitol

George Castagnola, Jr., Professor of Law
B.A. St. Mary's College
J.D. Northwestern California University
Member of the Bar - State of California

Michael P. Clancey, Professor of Law and Dean
B.S.L. Western State University College of Law
J.D. Western State University College of Law
LL.M. Regent University School of Law
LL.M. Thomas Jefferson School of Law
Studied Law in England at the University of Leicester with U.S. to U.K. Law Revision at the University of Oxford
Former United States Marine Corps Judge Advocate
Member of the Bar - State of California
Called to the Bar of England & Wales (Barrister)
Member of Middle Temple Inn of Court - London, England

Margaret Doyle, Professor of Law
J.D. University of Northern California
Member of the Bar - State of California
Judge Pro Tem - California Superior Court

Jeff A. Fleming, Professor of Law
B.A. University of the Pacific
J.D. Western State University
Member of the Bar - State of California
Owner and Instructor - Fleming's Fundamentals of Law (a California Bar Review Course)

Michael R. Gadue, Professor of Law
M.S.A. St. Michael's College
M.A. Salve Regina University
J.D. Albany Law School
LL.M. University of Leicester, England
Former United States Army Judge Advocate
Member of the Bar - State of Vermont

Terry L. Gilbeau ,Professor of Law
B.S.L. Northwestern California University
J.D. Northwestern California University
LL.M. Thomas Jefferson School of Law
Member of the Bar - State of California

Jared E. Gross, Professor of Law
B.A. University of California at Los Angeles
J.D. Santa Clara University School of Law
Member of the Bar - State of California
Instructor - Fleming's Fundamentals of Law (a California Bar Review Course)

Professor of Law -- Brandon P. Mark
B.A. University of California, Davis
J.D. University of the Pacific, McGeorge School of Law
Currently serving United States Army Judge Advocate
Member of the Bar - State of California

Professor of Law -- April M. Molin
B.A. California State University, Northridge
J.D. Whittier Law School
Member of the Bar - State of California
Instructor - Fleming's Fundamentals of Law (a California Bar Review Course)

Daniel G. O'Donnell, Professor of Law
A.B. University of California, Davis
J.D. University of the Pacific, McGeorge School of Law
Member of the Bar - State of California
Judge Pro Tem - California Superior Court

Professor of Law -- Peter Riley
B.Sc. University College Cardiff, Wales
M.Sc. University of Sussex, Brighton, England
Ph.D. Rice University
J.D. Northwestern California University School of Law
Member of the Bar - State of California

Mary Schofield, Professor of Law and Academic Dean
A.A. Glendale Community College
B.S.L. Northwestern California University
J.D. Northwestern California University
Member of the Bar - State of California
Admitted to the Roll of Solicitors of the Senior Courts of England (Solicitor)

Aaron S. Tenzer, Professor of Law
B.A. Chapman University
J.D. Chapman University School of Law
Member of the Bar - State of California
Instructor - Fleming's Fundamentals of Law (a California Bar Review Course)

Tuition & Finances

Law Study B.S.L. Program

Application Fee: $25.00
Tuition: $2,850.00 per year (with the present tuition reduction discount from $3,650.00 per year)
Materials (estimate): $825.00 to $1,325.00 per year of study
Registration Fee:$100.00
Internet technology fee: $85.00
Lexis-Nexis Annual fee: $75.00
Graduation Fee: $100.00
Official Transcripts: $10.00

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The total tuition that must be paid for conferment of the BSL degree after 2 years of the law study program is $5,700.00 (i.e. $2,850.00 per academic term at the present tuition reduction discount) with the material and fee expense for 2 years estimated to be between $1,650.00 and $2,650.00 (i.e. $825.00 to $1,325.00 per academic term).

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Law Study J.D. Program

Application Fee: $25.00
Tuition: $2,850.00 per year (with the present tuition reduction discount from $3,650.00 per year)
Materials (estimate): $825.00 to $1,325.00 per year of study
Registration Fee:$100.00
Lexis-Nexis Annual fee: $75.00
Graduation Fee: $100.00
Official Transcripts: $10.00

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The total tuition for the entire 4 year JD degree program is $11,400.00 (i.e. $2,850.00 per academic term at the present tuition reduction discount) with the material and fee expense for 4 years estimated to be between $3,300.00 and $5,300.00 (i.e. $825.00 to $1,325.00 per academic term).

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Note: All fees quoted are in U.S. dollars and are subject to increase as necessary

Financial Assistance

The school will accept tuition paid in ten (10) equal monthly installments. Student loans and other financial aid are not available.

Refund Policy

B.S.L. and J.D. Programs: The student shall be refunded all tuition paid by the student upon written application for cancellation of an enrollment agreement delivered to the school either in person or by mail within seven (7) business days after student is first given access to the online course site and material.

A later cancellation by a B.S.L. or J.D. student who has completed 60 percent or less of the course of instruction shall result in a pro rated refund of tuition based upon the length of time that the student has been in the program. This shall occur according to the below stated prescribed time for duration of study.

Attendance time is deemed as the time elapsed between date of enrollment and the date which the student formally terminated his or her enrollment.

The duration of the course for the above purpose, notwithstanding the fact that different completion times do occur, shall be construed in accordance with the following:

- One part of the B.S.L. program corresponds to one year of actual study.
- One part of the J.D. Program corresponds to one year of actual study.

Frequently Asked Questions

Please visit WWW.NWCULAW.edu for more Frequently Asked Questions

Question:

Does the school year depend on my enrollment date or does it begin on a specific set date?

Answer:

The school year depends on your enrollment date. You may enroll at any time and begin your studies at once.

Question:

How much interaction is there between student and professor and is this done through e-mail?

Answer:

Our professors are available on the school's Online Discussion Boards as well as in the Virtual Classroom and by e-mail .

Question:

Does the school provide a review for the California First Year Law Students Examination (the "Baby Bar")?

Answer:

We have an online Baby Bar Practicum. However, the practicum is not designed to be as comprehensive as a review course. Therefore, we highly recommend that you enroll in a "Baby Bar" review course as soon as possible after enrollment in your first-year courses. Home study courses that we recommend are commercially available. We provide details about classroom review courses and home study review courses in our online guidebooks. Our school (unlike certain others of its type) does not have a mandatory requirement that students take a commercial Baby Bar review course during their 1st year of study, or a requirement that they take a commercial General Bar exam review course in the 4th year of study, but we strongly urge them to do so. Doing so does absolutely increase their chances for success on the bar exams.

Question:

May I enroll in the law study program and register with the California Bar without any prior college credit?

Answer:

Yes, the California Committee of Bar Examiners and our school will accept adequate scores on each of three, or in some situations five, 90-minute tests in place of prior college credit. English Composition or English Composition with Essay must be taken and a score of at least 50 must be obtained. In addition, two, or in some situations four, of the following tests must be taken and a score of at least 50 must be obtained for each: Composition and Literature (Humanities Examination Only), Foreign Languages, History and Social Sciences, Science and Mathematics and Business. These scores will satisfy the college prerequisite requirements for enrollment in our school and California Bar law student registration. Call (800) 257-9558 or go to the website at www.collegeboard.com/clep to schedule the examinations. You should also purchase a book to help prepare yourself for the CLEP exams. Most large bookstores carry such books in their "Reference" section.

Question: Is Northwestern California University accredited? If not, will I be eligible for Bar membership in any state other than California?

Answer: Our school was approved in 1982 to issue degrees by the State of California Department of Education. It is presently registered with and regulated by the California State Bar. Our students are eligible to practice law in California if they successfully take and pass the California First-Year Law Students' Examination (the "Baby Bar") after the first year of our program and later, upon completion of the program, pass the California General Bar Exam. Following active practice for between 3 to 5 years in California, they are eligible for bar membership in some other states. Our school, as with all correspondence schools, is not accredited by the American Bar Association (ABA). Nor is it accredited by the California Committee of Bar Examiners (CBE) though, as mentioned above, it is registered with, and regulated by, the California Bar and our students are eligible to practice law in California after passing the Baby Bar and General Bar Exam, once they receive a positive moral character determination, and are eligible to practice in certain other states pursuant to special eligibility rules.

One or more states have had rules that allowed bar eligibility to our graduates to take the bar exam there, if they possess a JD law degree from our school and an LLM degree from an ABA approved school, with no special requirement related to prior bar membership in California or anywhere, and no requirement involving prior active practice as a lawyer. However, these rules have been changing significantly, and since eligibility requirements are relatively comprehensive and can change extensively anytime, you are urged to make inquiries to determine all pertinent details related to gaining bar eligibility in the state or states where you wish to practice law.

In addition to checking with the bar organizations of the states where you may wish to practice law; you should also review the Comprehensive Guide to Bar Admission Requirements. The publication is available on the National Conference of Bar Examiners website at the following URL: http://www.ncbex.org/assets/media_files/Comp-Guide/CompGuide.pdf

Bureau of Private Postsecondary Education (BPPE) Compliance Information

Essential information with corresponding California Education Code Sections and Regulations:

California Education Code Section 94909 (a) (1) – The institution address, telephone number and web address are as follows: Northwestern California University, 2151 River Plaza Drive, Suite 306, Sacramento, CA www.nwculaw.edu 916-920-9470

California Education Code Section 94909 (a) (2) – Northwestern California University is a private institution that has received approval to operate its Bachelor of Science in Law (BSL) Program from the Bureau for Private Postsecondary Education (BPPE). The assigned BPPE institution number for the School is: 1258003N.

[Note: The Juris Doctor (JD) Degree program is registered with and regulated by the Committee of Bar Examiners of the State Bar of California.]

California Education Code Section 94909 (a) – The School provides its Catalog to prospective students electronically.

California Education Code Section 94909 (a) (3) – Those who enroll in the School's Juris Doctor (JD) Degree Program may enroll in the School's Joint Bachelor of Science in Law (BSL) Degree/Juris Doctor (JD) Degree Program following the end of their first successful academic year of study in the Juris Doctor Degree Program. The BSL degree is awarded to those who choose that option and successfully complete the second academic year of law study. You are encouraged to review and keep a copy of this catalog both now and prior to signing the enrollment agreement for the BSL Program at the end of your first academic year of law study. A School Performance Fact Sheet for the BSL Program will be provided to you prior to signing an enrollment agreement for that program.

California Education Code Section 94909 (a) (3)(A) – Any questions a student may have regarding this Catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, telephone number (916) 431-6959, toll-free number (888) 370-7589 or by fax (916) 263-1897.

California Education Code Section 94909 (a) (3)(C) – A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (916) 431-6959 or toll-free (888) 370-7589 or by completing a complaint form which can be obtained on the bureau's internet web site www.bppe.ca.gov.

California Education Code Section 94909 (a) (4) – Northwestern California University is a correspondence school. There is no requirement related to in-residence class attendance.

California Education Code Section 94909 (a)(6) – Completion of **the Juris Doctor (JD) Degree Program** at this institution can qualify a student to take the California Bar Examination or to satisfy the requirements for admission to practice law in California. It may not qualify a student to take the bar examination or to satisfy the requirements for admission to the practice of law in other jurisdictions. A student intending to seek admission to practice law should contact the admitting authority in the jurisdictions where the student intends to seek to qualify to sit for the bar examination for information regarding the legal education requirements in that jurisdiction for admission to the practice of law.

However, be aware that completion of the **Bachelor of Science in Law (BSL) Degree Program** at this institution will not qualify a student to take the California Bar Examination or any other bar examination or qualify for any other occupational licensure. Additionally, it is not recognized for some employment positions, including, but not limited to, positions with the State of California.

California Education Code Section 94909 (a) (8)(A) – This institution has not entered into an articulation or transfer agreement with any other college or university in regards to the acceptance of credits earned at other institutions or through challenge examinations and achievement tests. It will accept only credits earned for completed law courses at law schools that are accredited or approved by the Committee of Bar Examiners of the State of California, or are approved by the American Bar Association.

California Education Code Section 94909(a) (8)(B) – Policy Regarding Cancellation, Withdrawal, and Refund Policies: Notice of Cancellation and Refund Provisions information is included in the Enrollment Contract. The student has a right to a full refund of all charges less the $100.00 registration fee if he/she cancels the agreement prior to midnight of the seventh (7th) business day after the student has been granted access to the School's course materials following enrollment.

In addition, the student may withdraw from a course after instruction has started and receive a prorated refund for the unused portion of the tuition and other refundable charges, if the student has been enrolled for a period of time that does not exceed 60% of the planned instruction. For example, if the student was

enrolled for 6 months of a 12 month course and paid $4,000.00 tuition, the student would receive a refund of $2,000.00. However, by way of another example, if the student was enrolled for 8 months of a 12 month course and paid $4,000.00 tuition, the student would receive no refund since the student will have been enrolled for more than 60% of the instruction. For all purposes related to refunds, even though completion times vary, instruction begins on the date of enrollment and ends one year later.

A cancellation by a Northwestern California University law study program student that occurs later than midnight of the seventh (7th) business day after the student has been granted access to the School's course materials but before that student has completed 60 percent or less of the course of instruction shall result in a prorated refund of tuition based upon the length of time that the student has been in the program. This shall occur according to the below stated prescribed time for duration of study.

ATTENDANCE TIME IS DEEMED AS THE TIME ELAPSED BETWEEN THE DATE OF INITIAL ENROLLMENT AND THE DATE UPON WHICH THE STUDENT NOTIFIED THE SCHOOL IN WRITING OF HIS OR HER TERMINATION OF ENROLLMENT.

THE DURATION OF THE COURSE FOR THE ABOVE-STATED PURPOSE, NOTWITHSTANDING THE FACT THAT DIFFERENT COMPLETION TIMES DO OCCUR, SHALL BE CONSTRUED IN ACCORDANCE WITH THE FOLLOWING:

ONE PART OF THE SCHOOL'S LAW STUDY PROGRAM CORRESPONDS TO ONE YEAR OF ACTUAL STUDY. THEREFORE, FOR ALL PURPOSES RELATED TO REFUNDS, INSTRUCTION BEGINS ON THE DATE OF ENROLLMENT AND ENDS ONE YEAR LATER.

Refunds will be paid within 30 days of cancellation or withdrawal. If any portion of the tuition or fees was paid from the proceeds of a loan or from a source other than the student, then the refund will be sent to the lender or to the agency that guaranteed the loan, if any, or otherwise to the source of the funds.

California Education Code Section 94909 (a)(8)(C) – Probation and Dismissal Policies: Students must be placed on academic probation when their grade point average for final grades for an academic term of 48 to 52 consecutive weeks of study fall below minimum retention standards. Students on probation will maintain their enrollment with the School but are limited to taking no more than the established number of courses in the standard curriculum.

The minimum GPA retention standards for each academic term are 2.00 on a 4.00 scale. Any transfer student who was on academic probation or academically dismissed at the law school last attended will automatically be placed on probation if accepted at Northwestern California University following a diligent review of related records and circumstances.

Students whose GPA falls below minimum retention standards for two consecutive final grading periods must be academically dismissed. Academically dismissed students may not be enrolled in any courses at the School.

The Academic Dismissal designation will appear on the student's transcript.

California Education Code Section 94909 (a)(8)(D)(E) – Attendance and Leave of Absence Policies: The School's Law Study Program requires 864 study hours per year to be completed during a period of not less than 48 nor more than 52 consecutive weeks of study. Once study is commenced for one term of the program it must be completed within the 48 to 52 consecutive week time period. A leave of absence can be given but requires a start over of the 48 to 52 consecutive weeks time period. It will be granted only in limited situations, such as those involving serious illness, family emergency or military deployment, and if granted cannot extend any part of the period of study beyond two years from the original enrollment date for the current term.

California Education Code Section 94909 (a)(9) – The schedule of total charges for a one year period of attendance in the law study program is provided in this Catalog. The estimated total charges for the Bachelor of Science in Law (BSL) Degree Program are computed by multiplying the total charges for a one year period of attendance by a factor of two, since the BSL program is two years in length. [The tuition and expenses for the Juris Doctor (JD) Degree Program are computed by multiplying the total charges for a one year period of attendance by a factor of four, since the JD program is four years in length.]

California Education Code Section 94909 (a)(10) – This institution does not participate in any federal or state financial aid programs, and does not offer any financial aid and/or loan programs.

California Education Code Section 94909 (a)(11) – It is important to note specifically for the

Bureau of Private Postsecondary Education (BPPE) Compliance Information

Northwestern California University Bachelor of Science in Law (BSL) Program that California law states, as follows:

"If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program."

California Education Code Section 94909 (a) (12) – This institution does not currently have, or has it ever had, a petition in bankruptcy, nor is it now or has it ever been operating as a debtor in possession, or ever filed a petition for reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.).

California Education Code Section 94909 (a) (13) – This institution does not offer placement services

California Education Code Section 94909 (a) (14) – The Student Tuition Recovery Fund (STRF) was established by the California State Legislature to protect any California resident who attends a private postsecondary institution from suffering a loss of prepaid tuition as a result of a school closing, failing to live up to its enrollment agreement, or refusing to pay a court judgment.

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and;

2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or

2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered students who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.

2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.

3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.

4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.

5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

However, no claim can be paid to any student without a social security number or a taxpayer identification number. Students should retain copies of enrollment agreements, receipts, financial aid documents or any other information that documents monies paid to an institution.

Bureau of Private Postsecondary Education (BPPE) Compliance Information

Questions regarding the STRF may be directed to:

Bureau for Private Postsecondary Education

2535 Capitol Oaks Drive, Suite 400
Sacramento California, 95833

P.O Box 980818, West Sacramento, CA 95798-0818

Phone: (916) 431-6959
Toll Free: (888) 370-7589
Fax: (916) 263-1897

Web site: www.bppe.ca.gov

California Code of Regulations 5 Section 71810 (a) – It is the policy of this institution that this Catalog will be updated every year on one or more occasions.

California Education Code Section 94909 (a) (15) – NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT NORTHWESTERN CALIFORNIA UNIVERSITY

The transferability of credits you earn at Northwestern California University is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree you earn in the Bachelor of Science in Law (BSL) program is also at the complete discretion of the institution to which you may seek to transfer. If the credits or degree that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Northwestern California University to determine if your credits, degree, diploma or certificate will transfer.

California Code of Regulations 5 Section 71810 (b)(14) – Student Records: State law requires that student records be kept for a certain period of years (for some records only five years) after a student graduates or otherwise terminates enrollment. Transcripts may be obtained from Northwestern California University. A written request for a transcript with information regarding coursework completed at the School must include a check in the sum of $10.00 made payable to Northwestern California University. It should be sent to Northwestern California University, 2151 River Plaza Drive, Suite 306, Sacramento, CA 95833.

California Code of Regulations 5 Section 71810 (b)(1) through (15) – The other needed specifics pertaining to the School's degree and certificate programs are provided in this Catalog on prior pages.

California Education Code Section 94913 – A page of the Northwestern California University Web site provides a Performance Fact Sheet for the school's Bachelor of Science in Law Degree Program and the most recent annual report submitted by the school to the California Bureau for Private Postsecondary Education for that program, as well as a link to the bureau's Internet Web site. That page of the school's Web site can be accessed by you when you [Click Here].

DISPUTE RESOLUTION

Any dispute concerning any matter related to a student Enrollment Application and/or Agreement and any courses and services provided by Northwestern California University shall be governed by California law and any proceedings, judicial or arbitration, shall take place in the County of Sacramento, State of California.

Alumni Feedback

"Dean Clancey should take enormous satisfaction in the fact that he has provided an opportunity to people like me, who are willing to work to advance themselves. Without your school, there would have been no such opportunity"

•

"People have different reasons for wanting to study law. For me, I did it as a personal challenge. I grew up with the notion that law is a difficult subject and I merely wanted to prove to myself that I have the mental capacities to handle a "perceived" difficult subject, law".

•

"I feel extremely indebted to your school for the service it has provided. So many things offered to you these days are glitter with no substance or value, but here the money I spent was invaluable!"

•

"I have found that once a law student graduates and is admitted to the bar, distinctions on where one attended law school become less important and performance on the job is the overriding factor. For me, passing the California Bar Examination validated the outstanding NWCU curriculum."

THE SUCCESS OF THE SCHOOL'S GRADUATES

Dean Clancey is very proud of the achievements of the school's graduates over the last 30 years, both on the bar exam and in how they have applied their knowledge to better their lives and communities.

He commented recently:

"I attribute the success of the school and its graduates to the hard work and pursuit of educational excellence of the staff, faculty and alumni of our school, and; I am confident our current students will succeed as well!"

For current General Bar pass rates please visit The California State Bar website at www.CalBar.ca.gov

2151 River Plaza Dr., Suite 306
Sacramento, CA 95833

Phone: 916-920-9470
Fax: 916-920-9475
www.NWCULaw.edu

E-Mail: Inquiry@NWCULaw.edu