

**UPPER LEVEL WRITING PACKET**

**Attached, are the following documents for completing your Upper Lever Writing Requirement:**

- 1. Approval for Seminar Paper**
  - a. Complete the form with the faculty member.**
  - b. The faculty member will keep the form.**
  
- 2. Directed Research Registration Application**
  - a. Complete the form**
  - b. Return to the Registrar's office when registering**
  
- 3. Honor Code Pledge Form**
  - a. Complete the form and attach to the front of your paper when you turn it in.**
  
- 4. Guidelines for the Upper Lever Writing Requirement**

**APPROVAL FOR SEMINAR PAPER**   
**Approval for Law Review Note or Comment**   
(Check One Only)

*Please complete this form with the faculty member. The faculty member will keep the form until the paper has been completed and then will submit it to the Registrar's office along with the Honor Code sheet. At this point, the faculty member will complete the Certificate of Satisfaction for the Registrar.*

Name of Student: \_\_\_\_\_

Barry ID#: \_\_\_\_\_

Anticipated Graduation Date: \_\_\_\_\_

Professor: \_\_\_\_\_

Subject matter/title of research paper: \_\_\_\_\_

\_\_\_\_\_

The undersigned student certifies that s/he will not be a research assistant for the above named professor during the researching and writing of this paper.

Date \_\_\_\_\_

\_\_\_\_\_  
Student's signature

The undersigned full time professor of law hereby consents to serve as the supervising faculty member for the above described Independent Research Paper.

Date: \_\_\_\_\_

\_\_\_\_\_  
Professor's Signature

**BARRY UNIVERSITY SCHOOL OF LAW**

**DIRECTED RESEARCH PROJECT**

REGISTRATION APPLICATION FOR 2-CREDIT PAPER

*Please return this completed form to the Registrar's Office*

Name of Student: \_\_\_\_\_

Barry ID#: \_\_\_\_\_

Anticipated Graduation Date: \_\_\_\_\_

Name of Professor: \_\_\_\_\_

Subject Matter for Directed Research Project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- I will not be a research assistant for the above named Professor during the period of the directed research project.

I hereby make application for registration in the above described directed research project for the \_\_\_\_\_ Semester 200\_\_\_\_.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

The undersigned Professor of Law at the Barry University School of Law hereby consents to serve as the supervising Faculty member in the above described directed research project.

\_\_\_\_\_  
Professor's Signature

\_\_\_\_\_  
Date

**BARRY UNIVERSITY**

**SCHOOL OF LAW**

**UPPER LEVEL WRITING REQUIREMENT**

*Please attach this Honor Code Pledge to the front of your finished document.*

**HONOR CODE PLEDGE**

*Plagiarism, as defined by the Barry University School of Law Honor Code, is the unauthorized appropriation or insufficient acknowledgment of the ideas or written work of another.*

I certify that this is my original work, that I have attributed all source materials to the appropriate authorities, and I have satisfied the formatting requirements.

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Date Student Signature

# **THE UPPER LEVEL WRITING REQUIREMENT GUIDELINES**

## **Fall, 2006 Revision**

The Faculty strongly believes that students should have at least one small group teaching experience during their tenure at the Law School in which students may research a legal topic in depth, share what they have learned with other students and a member of the faculty who has expertise in that area, and write a rigorous work on the subject. Hence, students should fulfill the Upper Level Writing Requirement (“the Requirement”) through taking a seminar. Students who are unable to take a seminar may fulfill the Requirement through a directed research project, or by publication.

Except for those students who fulfill the Requirement by publication, every student must individually author a rigorous written work in the following format:

- (1) Thirty (30) pages in length, inclusive of footnotes and exclusive of appendices;
- (2) Line spacing of 2.0 (double-spaced);
- (3) Margins of one inch;
- (4) Page numbering at bottom center;
- (5) Footnotes in standard Bluebook or ALWD citation form;
- (6) Any standard type font (e.g., Times New Roman, CG Times, Courier, Ariel);
- (7) 12 point font; and
- (8) Written in a legal context.

A student may fulfill the Requirement by any of the following means:

1. A paper written for a graded seminar taught by a full-time faculty member. The faculty member teaching the seminar must approve the paper as fulfilling the Requirement. Whether to satisfy the Requirement or not, all students should take at least one seminar. Not all seminar papers need be submitted to fulfill the Requirement.
2. A Note or Comment, regardless of length, accepted for publication in the *Barry Law Review* or in any other law review of an ABA-approved law school on or before the completion of the student’s fifth semester (or the credit hour equivalent thereof for part-time students) at the Law School. A student may submit a Note or Comment, which a law review has not accepted for publication, to satisfy the Requirement so long as it has been supervised by a faculty member as provided in paragraph 3 below and is in the format as set forth above. Students fulfilling the requirement in this manner need to complete the Directed Research Project Application in this packet.

3. A paper written for a graded directed research project under the supervision of a full-time faculty member. The supervising professor must approve the paper as fulfilling the Requirement. Students must be in good academic standing to be eligible for directed research. Except for professors teaching seminar courses, who need not supervise directed research projects in that semester, professors may supervise no more than three (3) such directed research projects per semester.
4. A graded paper written for a seminar taught by an adjunct faculty member. The student who wishes to use such a paper to satisfy the Requirement must submit the paper to the Senior Associate Dean for Academic Affairs who will assign it to a member of the full-time faculty who will certify whether it meets the criteria of the Requirement. The grade for the paper and the seminar course will be determined exclusively by the adjunct faculty member teaching the seminar course and will not be affected by the full-time faculty member's determination that the paper does or does not satisfy the Requirement.

Full-time students may complete the Requirement during their third, fourth or fifth semesters (or the credit hour equivalent thereof for part-time students). At the latest, the completed work is due in the student's fifth semester on a date to be designated by the Senior Associate Dean every year. If a student is not able to meet this deadline, the student must apply to the Senior Associate Dean of Academic Affairs for permission to hand in the work at a later date. Unless the date for competing the Requirement has been extended, if a student has not fulfilled the Requirement by the first day of the student's sixth semester (or the credit hour equivalent thereof for part-time students), the Senior Associate Dean will send the student a notice stating that the student will not graduate until the Requirement is successfully completed and therefore may not be certified to sit for the bar.

These revisions in the upper level writing requirement become effective in the fall semester of 2006.