

Herbert Larson
Executive Director, Graduate & International Legal Programs

Emily Wojna-Hodnett
Director of Admission and International Student Recruitment and Enrollment

Mallory Asp
Assistant Director, International Legal Programs



TULANE LAW EXCHANGE FACTSHEET 2024 – 2025

INTERNATIONAL LEGAL PROGRAMS OFFICE CONTACT INFORMATION:

Incoming & Outgoing Exchange Primary Contact:

Mallory Asp
Assistant Director, International Legal Programs
(504) 865-5990
lawabroad@tulane.edu

Emily Wojna-Hodnett
Director of Admission
(504) 865-5930
ewojna@tulane.edu

Herbert V. Larson, Jr.
Executive Director
(504) 865-5839
hlarson@tulane.edu

DATES:

<u>Application Deadlines:</u>	Fall semester – April 1	Spring semester – October 15
<u>Pre-program:</u>	Introduction to US Law Program: July 22 – August 15, 2024	Intensive English Program (<i>continues during Introduction to US Law</i>): July 8 – August 15, 2024
<u>Semesters:</u>	<u>Fall 2024:</u> Semester: August 19 – November 27, 2024 Exam Session Dates: December 3 – 13, 2024	<u>Spring 2025:</u> Semester: January 21 – April 30, 2025 Exam Session Dates: May 3 – May 8, 2025 Graduation Date: May 17, 2025

Full Academic Year Calendar (Current Year): <https://law.tulane.edu/academics/calendar>

Dates are tentative and may be subject to change

ACADEMIC EXPECTATIONS:

<u>Admission Requirements:</u>	All Tulane Law School courses are taught in English. Students should be studying law and fluent in English, both oral and written.		
	Tulane Law School requires the TOEFL unless otherwise waived. The minimum score is 90 on the internet based exam, 233 on the computer-based exam, and 577 on the paper-and-pencil based exam. Students may also take the IELTS, receiving a band score of 7.		
<u>Academic Requirements:</u>	Attendance	Mandatory/Graded vs. Optional/Non-graded	Depends on class
	Course Load:	Min: 10 credit hours Max: 12 credit hours (May take additional credits upon approval)	(Approx 3-4 classes)
	Examinations:	Written/Paper/Multiple choice	Depends on class

TRANSCRIPTS

- Students are responsible for requesting an official transcript at the conclusion of their program to be sent to their home university. They can request a transcript via <https://registrar.tulane.edu/transcript>. Under "Set Delivery Destination," please select "I'm sending to myself or another individual." Students may then send it directly to the relevant office at their university.

REGISTRATION, COURSES AND GRADING:

- Please see our [Course Descriptions Page](#) (reference previous semesters if not yet updated).
- Students can register for classes online through <https://gibson.tulane.edu/> once they have been assigned a Tulane email address *username* and *password* (sent directly by the Tulane IT department).
- Exchange students can take any course offered by the Law School, subject to the prerequisites for any given course, with the exception of certain clinical and skills-related courses.
- Exchange students may take **one** non-law related class. Students should contact the non-law Tulane Department directly to receive approval. Students will receive a grade for this course on their transcript (separate from the law school). Students should check academic calendars and holiday breaks prior to enrollment, they may vary between Tulane departments.
- Exchange students take classes with JD and LLM students. Students should enroll as soon as possible to make sure that space is still available.
- Generally, exams cannot be rescheduled. Pay attention to exam dates when registering or booking travel.
- Exchange students will be graded on the normal U.S. grading scale (A-F). Students are encouraged to discuss the grading scale with their home school prior to arriving in the U.S. to avoid transfer credit issues after grades are posted.
- Tulane University offers exchange students the opportunity to transfer their exchange credits toward a future LL.M. degree. Students may be eligible to complete a Tulane LL.M. degree program in one semester with advanced standing. Please contact Emily Wojna-Hodnett at ewojna@tulane.edu for more information.

ORIENTATION PROGRAMS

FALL SEMESTER

- Tulane Law School holds a 4-week Introduction to US Law program for international LL.M. and exchange students before the fall semester. This program is worth 2 credits.
- If students want to consider an LLM from Tulane Law in their future education, they can complete the Introduction to US Law program prior to their fall exchange semester with waived tuition.
- The Introduction to US Law program also includes client workshops, writing sessions, tours and activities around New Orleans, and networking events with faculty and alumni.

SPRING SEMESTER

- Tulane Law School offers a 3-day orientation program prior to the start of the spring semester for new international law students. This program includes information sessions, tours, and networking events with current students (no course credits).
- Following the condensed law school orientation, spring semester exchange students will attend International Orientation with the Office of International Students & Scholars.
- Students should plan on arriving as early as possible to have more time to find housing and adjust to campus life. Housing can be very difficult to find in the spring semester.

ESTIMATED LIVING EXPENSES AND ADEQUATE FUNDING:

- The Statement of Adequate Funding should indicate minimum funds of:
 - Introduction to US Law Program + Fall Semester - **\$15,442**
 - Fall Semester - **\$12,964**
 - Spring Semester- **\$12,964**
 - Full Academic Year- **\$25,928**
- Included in this estimate is the mandatory Campus Health Fee and mandatory Tulane Sponsored Health Insurance Plan cost.
- These expense estimates are based on the previous academic year. **Living expenses may vary within 3%**
- Please note that adequate funding requirements are for immigration purposes and are based on estimates. Each student's actual expenses may vary depending on lifestyle.
- Students who take the Summer Intensive English Course will be charged tuition and should take into account an additional 2 weeks of living expenses.

HOUSING:

- Temporary on-campus housing is available during July, prior to fall orientation. (Ends by August 1st).
- Students are responsible for arranging their off-campus housing for the academic term.
- Please visit the [Off-Campus Housing website](#) to explore housing opportunities, advice, and resources.
- [Deming Pavilion](#) is the only housing for graduate students (mostly medical), however it is located on the downtown campus which is 20 min from the Law School. There is a free shuttle between the two campuses. Deming is not recommended since all classes, activities and events will take place on the uptown campus.
- We recommend that properties **not** be rented sight unseen.
- You should plan on setting up temporary accommodations as you look for off-campus housing.

STUDENT SERVICES/FACILITIES:

Reily Center (recreation facility)	Technology Services	Shuttles
Social Activities and Clubs	Law School Intranet	Law Library
Office of International Students and Scholars	Tulane Campus Events	Law School Student Handbook
Health Insurance	Immunizations	Law School Academic Services

HEALTH INSURANCE & IMMUNIZATIONS

- All J-1/J-2 visa holders must be covered by the [Tulane University Sponsored Health Policy](#) (TSHIP). TSHIP is not allowed to be waived for J-1/J-2 visa holders. Students will be automatically registered for TSHIP and billed through their Student Gibson Portal.
- The [Campus Health Fee](#) is a mandatory fee for all incoming Tulane students, providing them with access to the on-campus health center and university health and wellness resources.
- Exchange students must also complete [immunization requirements](#) through Tulane University Student Health Services. Please contact immunizations@tulane.edu with any questions.

APPLICATION INFORMATION: (Application link sent directly to nominated students)

The application should be submitted electronically along with the additional documents requested:

1. Passport
2. Nomination Letter signed by home institution
3. Academic Transcript (English)
4. TOEFL or IELTS score (If Native Language is not English)
5. Adequate Funding (details on application)
6. Health Insurance Declaration

VISA INFORMATION:

Visas are required for students that are not US citizens or Legal Permanent Residents to study on an exchange program at Tulane Law School. More information about visas can be found on the [Office of International Students & Scholars website](#).

CODE OF STUDENT CONDUCT:

All exchange students that study at Tulane University will be enrolled as a Tulane student and expected to follow the Code of Student Conduct. Please review the current [Code of Student Conduct](#) on the [Office of Student Conduct website](#). As a Tulane student, you will be granted all student rights and privileges and expected to follow all legal and academic obligations.