

**LAW SCHOOL ACADEMIC CALENDAR
SCHOOL YEAR 2019-2020**

First Semester: June 3, 2019 - October 5, 2019

June 3, <i>Monday</i>	Classes begin
June 5, <i>Wednesday</i>	Holiday - Eid-UI-Fitr
June 12, <i>Wednesday</i>	Holiday - Independence Day
July 8-13, <i>Monday-Saturday</i>	Preliminary examination
August 12, <i>Monday</i>	Holiday - Eid-UI-Adha
August 19-20, 22-24, <i>Monday-Saturday</i>	Midterm examination
August 21, <i>Wednesday</i>	Holiday - Martyrdom of Benigno Aquino
August 26, <i>Monday</i>	Holiday - National Heroes Day
Sep 30, Oct 1-5, <i>Monday-Saturday</i>	Final examinations

Second Semester: October 28, 2019 - March 14, 2020

October 28, <i>Monday</i>	Classes begin
November 1, <i>Friday</i>	Holiday - All Saints Day
November 2, <i>Saturday</i>	Special Non-Working Day
November 30, <i>Saturday</i>	Holiday - Bonifacio Day
December 8, <i>Saturday</i>	Holiday - Immaculate Conception of Mary
December 2-7, <i>Monday-Saturday</i>	Preliminary examination
December 21, <i>Saturday</i>	Christmas vacation begins
December 24, <i>Tuesday</i>	Holiday - Special Non-working Day
December 25, <i>Wednesday</i>	Holiday - Christmas Day
December 30, <i>Monday</i>	Holiday - Rizal Day
December 31, <i>Tuesday</i>	Holiday - Special Non-working Day
January 1, 2020, <i>Wednesday</i>	Holiday - New Year's Day
January 6, 2020, <i>Monday</i>	Classes resume
January 25, <i>Saturday</i>	Holiday - Chinese New Year
January 27-31, Feb 1, <i>Monday-Saturday</i>	Midterm examination
February 11-15, <i>Tuesday-Saturday</i>	University Week
February 25, <i>Tuesday</i>	Holiday - EDSA Revolution Day
March 9-14, <i>Monday-Saturday</i>	Final examinations
April 4-5, <i>Saturday - Sunday</i>	Commencement exercises

This academic calendar was prepared on the assumption that the legal holidays during the time the calendar was prepared remain as is for the school year. If additional days are declared as legal holidays (such as a succeeding Monday or a preceding Friday), then the University reserves the right to consider the option of adjusting its calendar, to ensure that contact hours are not unduly affected.

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OFFICERS OF THE ADMINISTRATION

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President

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Vice President - Academic Affairs

AUGUSTO K. FABELLA
*Vice President – Quality, Linkages, & Technology
Enabled Learning*

EDNA C. CRUZ
Vice President - Information Systems

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Dean, Graduate School Division

LILIA R. BAUTISTA
Dean, Law School Division

LEODIGARIO M. DAVID
Dean, Business Administration & Accountancy

MELFI M. CARANTO
Dean, Liberal Arts, Criminology & Education

LIZA R. REYES
Dean, Computer Studies & Engineering

TESSIE R. DA JOSE
Dean, Nursing & Health Sciences

MA. ELIZA MARGARITA E. MAGKASI
Dean, Hospitality & Tourism Management

ROMEL C. NAVARRO
Principal, Senior High School Division

GRACE MARIE B. MARTIN
Principal, Junior High School Division

JOSEPHINE B. CULALA
Principal, Elementary School Division

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LORRAINE R. PARANGUE
Director, Guidance & Testing Office

ANA BELEN S. CUYUGAN
*Director, International Affairs Office
OIC, Student Development Office/
Community Development Office*

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Assistant Dean, Law School Division

THEODORE U. CALAGUAS
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Vice President - Administrative Affairs

ELENITA G. SABA
University Registrar

RENANTE G. FERNANDEZ
Director, Accounting Office

EFREN JOSE Y. SUPAN
Director, Athletics Office

IVORY JOY C. MALINAO
Director, Marketing & Communications Office

CEZAR C. CABALLES
Director, Information Technology Office

MARYBELL B. MATERUM
Director, Administrative & Human Resource Office

BONIFACIO C. TALENS
Director, Engineering & Maintenance Office

CAROLINA A. FERNANDEZ
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University Librarian

MARIA KARENINA S. GUILLERMO
Assistant Director, Office of the President

BENJIE A. EVANGELIO
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RECHILDA B. IBARDOLAZA
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JOSEPH S. DELA CRUZ
Assistant Director, Engineering & Maintenance Office

RUBENITA V. ALARCON
Assistant Director, Treasury Office

NOEMI R. BUGARIN
Assistant University Librarian

FACULTY

- Atty. Eduardo J.F. Abella.** BCS (Magna Cum Laude), Jose Rizal University; LLB (Cum Laude), Jose Rizal University; Member, Philippine Bar
- Judge Elmo M. Alameda.** BSBA, University of the East; LLB, University of the East; Member, Philippine Bar
- Amb. Lilia R. Bautista.** *Dean, Law School, JRU.* LLB, University of the Philippines; LLM, University of Michigan (USA); MBA, University of the Philippines; Member, Philippine Bar
- Atty. Wilfredo Francis G. Borja.** JD, Ateneo de Manila University; Member, Philippine Bar
- Atty. Teresita L. Cruz.** LLB (Cum Laude), Far Eastern University; MPA, University of the Philippines; Member, Philippine Bar
- Atty. Frederick G. Dedace.** AB (Magna Cum Laude), Arellano University; LLB (Cum Laude), Jose Rizal College; Member, Philippine Bar
- Judge Honorio C. Ebor, Jr.** AB, University of Santo Tomas; LLB, University of Santo Tomas; Member, Philippine Bar
- Atty. Lorelee P. Fainza.** BSA, Colegio de San Juan de Letran; LLB, Jose Rizal University; Member, Philippine Bar
- Atty. Nesauro H. Firme.** AB, University of Santo Tomas; LLB, University of Santo Tomas; Member, Philippine Bar
- Judge Monique Quisumbing-Ignacio.** AB, Ateneo de Manila University; LLB (2nd Honor), Ateneo de Manila; Member, Philippine Bar
- Atty. Maria Carolina Legarda.** BA, University of Bristol, England; LLB, University of the Philippines; Member, Philippine Bar
- Atty. Raul B. Marifosque.** AB, University of the East; LLB, San Sebastian College; Member, Philippine Bar
- Judge Rustico C. Medina.** BSC, Far Eastern University; LLB, Far Eastern University; Member, Philippine Bar
- Atty. Rodolfo R. Nicolas, Jr.** BS-Acc (Cum Laude), PSBA; LLB (Cum Laude), Jose Rizal University; Member, Philippine Bar
- State Pros. Julieta Zinnia A. Niduaza.** AB, University of Santo Tomas; LLB, University of Santo Tomas; Member, Philippine Bar
- Judge Bonifacio S. Pascua.** AB, Adamson University; LLB, Far Eastern University; Member, Philippine Bar
- Atty. Manuel A. Quiambao.** *Assistant Dean, Law School, JRU.* AB, University of the East; LLB, Jose Rizal College; LLM, Pamantasan ng Lungsod ng Maynila, Member, Philippine Bar
- Atty. Gloria P. Quintos.** BSZ, Pamantasan ng Lungsod ng Maynila; LLB, Jose Rizal University; Member, Philippine Bar

- Judge Elma M. Rafallo-Lingan.** AB, University of the East; LLB, University of the East; Masters in Int'l. Law on Human Rights (Cum Laude), Utrecht University (Netherlands); MNSA, National Defense College of the Philippines
- Judge Marlon N. Ramos.** BS, San Beda College; LLB, San Beda College
- Atty. Noremie M. Roldan.** AB, San Beda College; LLB (Cum Laude), Jose Rizal University; LLM, San Sebastian College; Member, Philippine Bar
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- Judge Mervin Jovito S. Samadan.** BS, University of the Philippines; LLB, San Sebastian College; Member, Philippine Bar
- Justice Edilberto G. Sandoval.** AA (Cum Laude), Far Eastern University; LLB, (Valedictorian), Far Eastern University; Member, Philippine Bar
- Atty. Editha Arciaga-Santos.** BSE (Cum Laude), Philippine Normal College; LLB, Far Eastern University; Member, Philippine Bar
- Judge Flordeliza M. Silao.** AB, University of the East; LLB Jose Rizal College; Member, Philippine Bar
- Atty. Cyrus Victor T. Sualog.** BS, Far Eastern University; LLB (Salutatorian), Far Eastern University; LLM, University of Santo Tomas; Member, Philippine Bar
- Judge Marilou R. Tamang.** AB, University of Santo Tomas; LLB, San Beda College; Member, Philippine Bar
- Atty. Carroll U. Tang.** BSME, Mapua Institute of Technology; LLB, Jose Rizal College; Member, Philippine Bar
- Atty. Edgardo M. Villareal II.** BS, Far Eastern University; LLB, Pamantasan ng Lungsod ng Maynila; Member, Philippine Bar
- Judge Joselito C. Villarosa.** BSBA, University of the East; LLB, Araullo University; LLM, University of Santo Tomas; MBA-SMP, Colegio de San Juan de Letran; Member, Philippine Bar
- Judge Josephine M. Advento-Vito Cruz.** AB, Far Eastern University; LLB (Salutatorian), San Sebastian College; Member, Philippine Bar

GENERAL INFORMATION

HISTORY OF THE UNIVERSITY

Jose Rizal University was originally founded as the Far Eastern College School of Accounts, Commerce, and Finance in 1919 as a non-stock non-profit non-sectarian private educational institution to blaze the trail in the field of commercial education. Its founder was the late Vicente Fabella, the first Filipino certified public accountant. The name was subsequently changed to Jose Rizal College in 1922, in honor of the great Filipino patriot and martyr who tried to awaken his countrymen in his writings to the need for economic self-sufficiency and independence.

The University was first located at R. Hidalgo Street in Quiapo, Manila. It offered the four-year bachelor's degree course in Commerce as well as the high school course. It has continued to provide educational services since 1919 except during the Japanese occupation of the Philippines in World War II when it remained closed as a gesture of protest in spite of repeated attempts by the occupation authorities at the time to have it opened.

The University re-opened after the end of the war in 1945 and, faced with the need for expanded facilities, transferred in 1950 to its present site in Mandaluyong City, then part of the province of Rizal and subsequently Metro Manila.

The University is a founding member of the Philippine Association of Colleges and Universities (PACU) in 1932, of the Philippine Association of Collegiate Schools of Business (PACSB) in 1962, of the Private Education Retirement Annuity Association (PERAA) in 1974, and Philippine Association of Personnel Management in Private Schools (PAPMIPS) in 1997.

In its 100 years of existence, the University has achieved the singular distinction of having produced a remarkable number of successful graduates who have enjoyed the respect of the nation. Among them are included a President of the Philippines, a justice of the Supreme Court, several members of the legislature and of the Cabinet, some ambassadors, no less than twenty heads of banks and financial corporations, several heads of educational institutions, acknowledged leaders in the various fields of industry, commerce, agriculture and trade, and armed forces officers of general rank. It can rightfully claim that

it has contributed its share in the molding of character and training of the successful graduates.

The careful combination of proven competence in instruction plus valuable experience in the practice of the profession has been the guide of the University in the selection of faculty members. This policy, combined with carefully planned programs in the various disciplines and adequate facilities, has formed the basis for the impressive educational record of the University.

VISION OF THE UNIVERSITY

JRU will be a market leader in the use of technology for innovation in teaching and learning to produce graduates of social importance.

MISSION OF THE UNIVERSITY

The University aims to develop its students to become useful and responsible citizens through the effective transfer of relevant knowledge and desirable values.

QUALITY POLICY

Jose Rizal University is committed to provide quality education through compliance with stakeholder requirements, continuous improvement of its organizational system, and develop competent and professional teaching and non-teaching personnel, to ensure efficient transfer of relevant knowledge and desirable values.

QUALITY OBJECTIVES

- 1) Continuously provide academic intervention to its students;
- 2) Continuously provide feedback loops in satisfying its client through metrics;
- 3) Maintain and continuously develop a competent workforce through effective performance management systems; and
- 4) Maintain effective financial, technological, academic and administrative planning and control systems to implement its goals and objectives.

DATA PRIVACY

The University is committed to protect the privacy rights of its students (also known as data subjects) on personal information pursuant to the provisions of the Data Privacy Act of 2012. Students are urged to read and understand the privacy notice posted on the University website which explains how the University collects, uses, retains, and discloses personal information of its data subjects. Questions about policy or any complaint regarding the treatment of privacy by the University may be communicated to the Data Privacy Officer.

JRU CORE VALUES

Our core values define how we behave individually and collectively, as inspired by the ideals of the founder. A Rizalian is:

- **Responsible.** A team player who is focused, attentive, gives ones best and committed to the goals of the University.
- **Considerate and Courteous.** A fair and caring person fully aware of other's rights, feelings and ideals.
- **With Integrity.** A person who acts truthfully, morally and ethically.

JRU INSTITUTIONAL OUTCOMES

A JRU graduate has the competencies and values in the disciplinal area completed such that he/she is a useful and responsible citizen of the country.

PROGRAM OUTCOMES

Graduates of the Bachelor of Laws (LIB) or Juris Doctor (JD) program are able to:

- 1) Pass the bar examinations and engage in the practice of law;
- 2) Demonstrate increased awareness of the needs of the poor, deprived and oppressed sectors of society;
- 3) Contribute towards the promotion and advancement of justice and the improvement of its administration, the legal system and legal institutions in

the light of historical and contemporary development of law in the Philippines and in other countries;

- 4) Analyze, articulate and apply the law effectively; and
- 5) Conscientiously pursue the lofty goals of the legal profession and fully adhere to its ethical norms taking into account Rizalian values.

A weighted average of 3.0 or 80% is required to earn the Degree of Juris Doctor from the Law School.

ADMISSION REQUIREMENTS

A prospective student enrolling in the Law School should submit any valid admission credentials to be evaluated by the Dean. To be eligible for admission, the applicant must possess at least a bachelor's degree in arts or sciences and must have earned at least 6 units in Mathematics, 18 units in English, and 18 units in the Social Sciences.

Further documentation to be submitted are Philippine Law School Admission Test (PHILSAT) Certificate*, Official Transcript of Records (OTR) of the degree earned together with an Honorable Dismissal and Birth Certificate. A photocopy of Marriage Contract, if applicable, shall also be submitted. A duly accomplished on-line application form shall be submitted together with an ID photo preferably 2x2 inches in size.

In addition to the foregoing requirements, transfer students must submit the OTR from the last school attended with a CEL (Certificate of Eligibility for Admission into the Law Course) or CI and an Honorable Dismissal.

In cases where the admission credentials are deficient, incomplete or cannot be substantiated at the moment, an Undertaking Form shall be executed by the applicant.

By enrolling in the University, students acknowledge and agree that they shall abide by all the policies and procedures of the University, regarding enrolment acceptance and retention; all school fees payment and collection; withdrawal or dropping policies; and all those policies and procedures

* *Applicants without PHILSAT Certificate may be admitted subject to an undertaking.*

contained in this General Information or any other Policies and Procedures Handbooks and Manuals now existing or will come to existence within the duration of their enrolment.

Students further acknowledge and agree that should they violate any of these policies, the University has the absolute right to enforce sanctions and penalties upon them as called for in this Handbook, including barring student from taking examinations and/or being dropped from the enrollment rolls if necessary.

REGISTRATION PROCEDURES

Registration is the process of formally assigning and recording the enrollment of a student in a course or courses.

The enrollment system can be accessed online. Except for old students, new applicants or transfer students are required to enroll in the campus.

Students enrolling for the first time at Jose Rizal University should access the Online Applicant Access Module, fill out the necessary/required information and inform the enroller once done. The enroller checks and verifies the information encoded in the system, processes the application and assigns sections/schedules.

An enrolling student shall refer to the curriculum set by the Legal Education Board (LEB). If the student decides not to take all the required subjects for the school year, he must enroll for at least 12 units a semester, taking into account the prerequisite for the subjects chosen.

For students who deliberately make a false statement or conceal material information on any University document, their registration may be cancelled and they will be ineligible for subsequent registration.

Students are responsible for knowing about prerequisites for subjects and sequence for the course chosen. If students enroll in a subject for which they are not qualified, the University reserves the right to cancel their registration in that subject even after the enrollment period; if for any reason they obtain a passing grade they will not be given credit.

Students whose registration has been completed has entered into a contractual agreement and will be considered students of the University during the term for which they are registered unless their connection with the University is officially severed by withdrawal, dismissal, or expulsion.

Upon admission, students are subject to the announcements, policies, rules, and regulations of the University and the Legal Education Board (LEB) on student conduct and discipline, and any amendments thereto, which are available at the Office of the Dean in Room T-11 or posted on bulletin boards.

IDENTITY AND LIBRARY CARDS

A student identification card is provided to registered students. The ID card issued will also serve as the library card of students and is required when borrowing books from the Library and for other on-campus identification purposes. In the event that the card is lost, destroyed or damaged, a replacement card may be obtained from the Information Technology Office upon payment of a fee.

CHANGES IN REGISTRATION

Students are responsible for the completeness and accuracy of their registration. They must ensure that there is no discrepancy between the program and course they are following and that which is recorded in the Registrar's Office and that all changes are reported promptly to the Registrar as students may receive credit for only the courses in which they are officially registered according to the records of the Registrar.

A student may not take courses for which they have not registered and may not drop a course without permission.

Changes in registration are allowed only under circumstances indicated in the policies of the University and must be made within two weeks after the beginning of classes by applying and duly filling up the Application for Change of Subject/Section/Load and Withdrawal Form (F-REG-004) and submitting the form to the Dean's Office for approval and to the Registrar's Office. No further changes may be made after that period and changes in subjects made without the approval of the Registrar will not be given credit.

TUITION AND OTHER FEES

The tuition for the semester for each student will depend upon the total number of units taken. Miscellaneous and other fees may be charged depending on the subject enrolled. The details of tuition and miscellaneous fees are available at the Student Accounts Section of the Accounting Office.

A "prompt payment discount" of 10% of the tuition is given if full payment of all tuition and miscellaneous fees is made before the opening of classes (Prompt Payment Discount). However, if payment is made through credit card, the "prompt payment discount" is reduced to 7.5%.

Further information about prompt payment discount schedule and the deadline for enjoying such privilege may be obtained at the Student Accounts Section of the Accounting Office at Room A-13.

Students who will pay tuition and miscellaneous fees after the prompt payment discount period but on or before the 11th day from the opening of classes can no longer avail the prompt payment discount and will be charged the full published rate.

Students who are not able to pay tuition and miscellaneous fees in full on or before the 11th day from the opening of classes shall automatically be considered as paying on "installment basis" and shall be charged the installment rates.

Students who pay on installment basis shall be charged an "Incomplete Down-payment fine" of Five Hundred Pesos (Php 500.00) if full down payment is not made on or before the 11th day from the opening of classes.

A "Non-Payment Fine" equivalent to Two Hundred Pesos (Php 200.00) shall be charged to those students who fails to pay the minimum payment required on installment accounts as they become due.

The last day of enrolment without fine is the first day of regular classes. Any student who is allowed to enroll after the said date shall be considered as a late enrollee and is subject to the late enrolment fine.

A student is not considered enrolled unless the tuition or the first

installment payment have been paid, in addition to the other requirements for enrolment.

Please note that the student with delinquent accounts shall be subject to penalties. This includes students who do not settle financial obligations to the University on time and those who issue "bounced checks".

DISCOUNTS

Discounts and other tuition reductions are also available subject to the approval of the concerned office head upon submission of the required documents. Details on the application or availments of discounts are available at the Student Accounts Section of the Accounting Office.

WITHDRAWALS AND REFUNDS

A distinction is made between students who officially withdraw and students who drop. Full withdrawals are permitted within thirty (30) days after the beginning of classes provided the university is notified promptly in writing on the Application for Change of Subject/Section/Load and Withdrawal Form (F-REG-004) approved by the respective Dean and the Registrar. Any deserving exception on the application for full withdrawal shall be referred to the Vice President for Financial Affairs for approval. When no written notification is made, the student is considered dropped, and charge in full for the entire semester, regardless of the actual attendance.

Refunds (Cash and Published rates)

Subsequent to enrolment, if the student officially withdraws his/her enrollment for any reason, within fifteen (15) calendar days after the opening of classes, the University shall refund all payments already made, but will charge the student the amount of Two Thousand Eight Hundred Pesos (Php 2,800.00) as processing fee. If the student withdraws only a portion of his/her enrolment, the University shall refund the portion of the tuition and any directly corresponding miscellaneous fees pertaining to the course withdrawn, that has already been paid by the student provided that the student has properly filed the appropriate JRU Form for dropping of courses. The student shall be charged the appropriate amount for dropping of courses, except when the withdrawal of the course is due to the failure of prerequisite for the course, his/her knowledge

having been obtained after his/her enrollment due to failure of the faculty to submit the final grade on time. In which in case, the student shall not be charged any amount.

If a student officially notified the University of the withdrawal of his/her enrolment for any reason more than fifteen (15) calendar days but not more than thirty (30) calendar days after the beginning of classes, the student shall be charged 25% of the total published tuition and miscellaneous fees due. This shall be in addition to the appropriate charges imposed for dropping the courses, except when the withdrawal of the course is due to the failure of a prerequisite for that course, his/her knowledge having been obtained after his/her enrollment due to failure of faculty to submit the final grade on time. In which in case, the student shall not be charged any amount and the University shall refund that portion of the tuition fee and any directly corresponding miscellaneous fees pertaining to the course withdrawn, which has already been paid by the student. This policy shall be imposed regardless of whether or not the student has been attending his/her classes.

If a student officially notified the University of the withdrawal of his/her enrolment for any reason more than thirty (30) but not more than forty five (45) calendar days after the beginning of classes, the student shall be charged 50% of the total published tuition and miscellaneous fees due. This shall be in addition to the appropriate charges imposed for dropping the courses, except when the withdrawal of the course is due to the failure of a prerequisite for that course, his/her knowledge having been obtained after his/her enrollment due to failure of the faculty to submit the final grade on time. In which in case, the student shall not be charged any amount and the University shall refund that portion of the tuition fee and any directly corresponding miscellaneous fees pertaining to the course withdrawn, which has already been paid by the student. This policy shall be imposed regardless of whether or not the student has been attending his/her classes.

If a student officially notified the University of the withdrawal of his/her enrolment, for any reason more than forty five (45) calendar days after the beginning of classes, the student shall be charged 100% of the total published tuition and miscellaneous fees due. This shall be in addition to appropriate charges imposed for dropping the courses, except when the withdrawal of the course is due to the failure of a prerequisite for that course, his/her knowledge having been obtained after his/her enrollment due to failure

of the faculty to submit the final grade on time. In which in case, the student shall not be charged any amount and the University shall refund that portion of the tuition fee and any directly corresponding miscellaneous fees pertaining to the course withdrawn, which has already been paid by student. This policy imposed shall be imposed regardless of whether or not the student has been attending his/her classes.

A student is deemed to have officially withdrawn if he/she has properly filed the appropriate JRU Form for withdrawal or dropping of courses.

Refunds (Installment Basis)

Subsequent to enrolment, if the student officially withdraws his/her enrollment for any reason, within fifteen (15) calendar days after the opening of classes, the University shall refund all payments already made, but will charge the student the amount of Two Thousand Eight Hundred Pesos (Php 2,800.00) as processing fee. If the student withdraws only a portion of his/her enrolment, prior to the start of the classes, the University shall refund the portion of the tuition and any directly corresponding miscellaneous fees pertaining to the course withdrawn, that has already been paid by the student provided that the student has properly filed the appropriate JRU Form for dropping of courses. The student shall be charged the appropriate amount for dropping of courses, except when the withdrawal of the course is due to the failure of prerequisite for the course, his/her knowledge having been obtained after his/her enrollment due to failure of the faculty to submit the final grade on time. In which in case, the student shall not be charged any amount.

If a student officially notified the University of the withdrawal of his/her enrolment for any reason more than fifteen (15) calendar days but not more than thirty (30) calendar days after the beginning of classes, the student shall be charged 25% of the total installment tuition and miscellaneous fees due.. This shall be in addition to the appropriate charges imposed for dropping the courses, except when the withdrawal of the course is due to the failure of a prerequisite for that course, his/her knowledge having been obtained after his/her enrollment due to failure of faculty to submit the final grade on time. In which in case, the student shall not be charged any amount and the University shall refund that portion of the tuition fee and any directly corresponding miscellaneous fees pertaining to the course withdrawn, which has already been

paid by the student. This policy shall be imposed regardless of whether or not the student has been attending his/her classes.

If a student officially notified the University of the withdrawal of his/her enrolment for any reason more than thirty (30) but not more than forty-five (45) calendar days after the beginning of classes, the student shall be charged 50% of the total installment tuition and miscellaneous fees due.. This shall be in addition to the appropriate charges imposed for dropping the courses, except when the withdrawal of the course is due to the failure of a prerequisite for that course, his/her knowledge having been obtained after his/her enrollment due to failure of the faculty to submit the final grade on time. In which in case, the student shall not be charged any amount and the University shall refund that portion of the tuition fee and any directly corresponding miscellaneous fees pertaining to the course withdrawn, which has already been paid by the student. This policy shall be imposed regardless of whether or not the student has been attending his/her classes.

If a student officially notified the University of the withdrawal of his/her enrolment, for any reason more than forty five (45) calendar days after the beginning of classes, the student shall be charged 100% of the total installment tuition and miscellaneous fees due. This shall be in addition to appropriate charges imposed for dropping the courses, except when the withdrawal of the course is due to the failure of a prerequisite for that course, his/her knowledge having been obtained after his/her enrollment due to failure of the faculty to submit the final grade on time. In which in case, the student shall not be charged any amount and the University shall refund that portion of the tuition fee and any directly corresponding miscellaneous fees pertaining to the course withdrawn, which has already been paid by student. This policy imposed shall be imposed regardless of whether or not the student has been attending his/her classes.

A student is deemed to have officially withdrawn if he/she has properly filed the appropriate JRU Form for withdrawal or dropping of courses.

RULES OF DISCIPLINE

Students whose registration has been completed agree to abide by the policies, rules, and regulations of the University, accept the course of study prescribed, and meet the test required as to attendance, diligence in study and

personal conduct. Failure on their part in any of these respects empowers the University to take disciplinary action. The continuance upon the rolls and the graduation of each student, the awarding of academic credits, and the granting of any certificate or degree are strictly subject to the disciplinary authority of the University and the Legal Education Board (LEB).

By enrolling in the University, students acknowledge and agree that they shall abide by all the policies and procedures of the University regarding, enrolment acceptance and retention; all school fees payment and collection; withdrawal or dropping policies; and all those policies and procedures contained in this General Information or any other Policies and Procedures Handbook now existing or will come to existence within the duration of their enrolment.

Students further acknowledge and agree that should they violate any of these policies, the University has the absolute right to enforce sanctions and penalties upon them as called for in this Handbook, including barring a student from taking examinations and/or being dropped from the enrollment rolls if necessary.

In order to safeguard and conserve the objectives of the University and those ideals of scholarship and moral atmosphere which are the very purpose of its founding and maintenance, the University reserves the right, and the student concedes to the University the right to dismiss, exclude or require the withdrawal of any student from the University or from any class or classes, whenever, in the interest of the student, the student body or the University, the Dean deems it advisable to do so under the policies, rules, regulations or traditional practices of the University.

ATTENDANCE IN CLASS

Punctual attendance is required of all students. Excessive tardiness may be considered as absences, upon the discretion of the faculty.

Subject to the regulations of the University and Legal Education Board (LEB) a student who has incurred absences of more than 20% of the required total number of classes in a given term will not be given credit and may constitute adequate grounds for dismissal at the discretion of the University.

EXAMINATION PERMITS

In every semester, preliminary, midterm and final examinations are scheduled regularly. Before taking preliminary and final examinations, all students must have paid all pertinent school fees due otherwise, they will not be allowed to take their examinations.

SYSTEM OF GRADING

Each credit course for which the student is registered earns a final grade at the end of the semester. The table shown below constitutes the official grading system used by the faculty in arriving at final assessments of student performance.

The University uses the decimal system of grading, that is, 1.0, 1.1, 1.2, etc. For the convenience of the students, a table of conversion follows:

1.0.....	100%	2.5.....	85
1.1.....	99	2.6.....	84
1.2.....	98	2.7.....	83
1.3.....	97	2.8.....	82
1.4.....	96	2.9.....	81
1.5.....	95	3.0.....	80
1.6.....	94	3.1.....	79
1.7.....	93	3.2.....	78
1.8.....	92	3.3.....	77
1.9.....	91	3.4.....	76
2.0.....	90	3.5.....	75
2.1.....	89	5.0.....	Failure
2.2.....	88	NC.....	No Credit
2.3.....	87	WD.....	Withdraw (student
2.4.....	86		officially drops after the
			start of classes)

The final grade of 4.0 (conditioned) is not granted. A grade of NC is equivalent to 5.0.

CORRECTION OF GRADES

Correction of final grades in any subject is allowed only within a period of one year.

SCHOLARSHIPS

A number of scholarships are granted each year to applicants who can fulfill the requirements prescribed by the University, making it possible for deserving men and women to further their studies in spite of possible financial difficulties. These scholarships may not be deferred or transferred.

ACADEMIC SCHOLARSHIP

Other Academic scholarships are also available to students which entitle them to various tuition and miscellaneous fees discounts.

TRANSCRIPT OF RECORDS

Official transcript of records is issued to students who have fulfilled all the requirements of the University and who have submitted their records from the schools where they were enrolled prior to studying at Jose Rizal University. While the University endeavors to accomplish transcripts as quickly as possible, students are advised to apply online.

**CURRICULUM REQUIREMENTS FOR THE DEGREE OF
JURIS DOCTOR**

FIRST YEAR

<u>First Semester</u>	<u>Units</u>	<u>Second Semester</u>	<u>Units</u>
LS 111 (Persons & Family Relations)	4	LS 121 (Obligations & Contracts)	5
LS 112 (Constitutional Law I)	3	LS 123 (Constitutional Law II)	3
LS 114 (Criminal Law I)	3	LS 1201 (Legal Tech & Logic)	2
LS 116 (Legal Profession)	1	LS 1202 (Basic Legal Ethics)	3
LS 118 (Statutory Construction)	2	LS 1203 (Criminal Law II)	4
LS 1101 (Intro to Law)	1	LS 1204 (Legal Writing)	2
LS 1102 (Philosophy of Law)	2		
LS 1103 (Legal Res & Thesis Writ)	<u>2</u>		
	18		19

SECOND YEAR

<u>First Semester</u>	<u>Units</u>	<u>Second Semester</u>	<u>Units</u>
LS 211 (Property)	4	LS 224 (Civil Procedure)	4
LS 215 (Sales)	2	LS 2204 (Corporation Law)	4
LS 2101 (Agrarian & Social Leg)	2	LS 2205 (Taxation I)	3
LS 2105 (Criminal Procedure)	3	LS 2206 (Adm Law, Law on Pub Off & Elec Law)	3
LS 2108 (Negotiable Instruments)	3	LS 2208 (Spec Issues on Intl Law)	2
LS 2109 (Agency, Trust & Partn)	3	LS 2209 (Public Intl Law)	2
LS 2110 (Credit Transactions)	3	LS 2210 (Human Rights Law)	2
LS 2111 (Legal Medicine)	1	LS 2211 (Land Titles & Deeds)	<u>2</u>
LS 2112 (Nat Res & Envmtl Law)	<u>2</u>		
	23		22

THIRD YEAR

<u>First Semester</u>	<u>Units</u>	<u>Second Semester</u>	<u>Units</u>
LS 313 (Succession)	4	LS 327 (Evidence)	4
LS 3105 (Labor Law I)	3	LS 323 (Special Proceedings)	2
LS 3106 (Taxation II)	3	LS 3201 (Legal Forms)	2
LS 3107 (Insurance)	2	LS 3203 (Labor Law II)	3
LS 3108 (Torts & Damages)	2	LS 3204 (Transportation)	2
LS 3109 (Legal Acc-Elective)	1	LS 3205 (Conflict of Laws)	2
LS 3110 (Intel Prop Laws-Elective)	3	LS 3206 (Law & Eco Dev-Elec)	2
LS 3111 (Summer Apprenticeship I)	2	LS 3207 (Info Tech Laws-Elec)	2
	<u>20</u>	LS 3208 (Summer Appren II)	<u>2</u>
			21

<u>FOURTH YEAR</u>			
<u>First Semester</u>	<u>Units</u>	<u>Second Semester</u>	<u>Units</u>
LS 412 (Civil Law Review I)	4	LS 421 (Commercial Law Review)	4
LS 417 (Labor Law Review)	2	LS 422 (Civil Law Review II)	4
LS 4101 (Remedial Law Review I)	3	LS 425 (Practice Court II)	2
LS 4102 (Const Law Review)	4	LS 4203 (Remedial Law Rev II)	3
LS 4103 (Practice Court I)	3	LS 4204 (Criminal Law Review)	4
LS 4104 (Taxation Review-Elective)	2	LS 4205 (Appellate Prac & Brief Making-Elective)	2
LS 4105 (Crim Justice Sys-Elective)	2	LS 4206 (Trial Tech-Elective)	<u>2</u>
LS 4106 (J.D. Thesis)	<u>4</u>		<u>21</u>
	24		

DESCRIPTION OF COURSES

First Year - First Semester

LS 111: Persons and Family Relations. A basic course on the law of persons and the family which first views the effect and application of laws, to examine the legal norms affecting civil personality, marriage, property relations between husband and wife, legal separation, the matrimonial regimes of absolute community, conjugal partnership of gains, and complete separation of property; paternity and filiation, adaption, guardianship, support, parental authority, surnames, absence, and emancipation, including the rules of procedure relative to the foregoing. *Credit: 4 units.*

LS 112: Constitutional Law I. A survey and evaluation of basic principles dealing with the structure of the Philippine Government. *Credit: 3 units.*

LS 114. Criminal Law I. A detailed examination into the characteristics of criminal law, the nature of felonies, stages of execution, circumstances affecting criminal liability, persons criminally liable; the extent and extinction of criminal liability as well as the understanding of penalties in criminal law, their nature and theories, classes, crimes, habitual delinquency, juvenile delinquency, the Indeterminate Sentence Law and the Probation Law. The course covers Articles 1-113 of the Revised Penal Code and related laws. *Credit: 3 units.*

LS 116: Legal Profession. The history and development of the legal profession in the Philippines, its current problems, goals, and role in society. Also covered are the methodologies in the preparation of J.D. thesis. *Credit: 1 unit.*

LS 118: Statutory Construction (formerly Law 124). A course that explores the use and force of statutes and the principles and methods of their construction and interpretation. *Credit: 2 units.*

LS 1101: Introduction to Law. A general course given to freshmen, providing for an overview of the various aspects of the concept of law, with emphasis on the relationship between law, jurisprudence, equity, courts, society and public policy, presented through selected provisions of law, cases and other materials depicting settled principles and current developments, both legal and international, including a review of the evolution of the Philippine legal system. *Credit: 1 unit.*

LS 1102: Philosophy of Law. A study of the historical roots of law from Roman times, the schools of legal thought that spurred its growth and development, and the primordial purpose of law and legal education. *Credit: 2 units.*

LS 1103: Legal Research and Thesis Writing. The course will introduce structures to the methodology of legal research and the preparation of legal opinions, memoranda, or expository or critical paper on any subject approved by the faculty member teaching it. *Credit: 2 units.*

First Year - Second Semester

LS 121: Obligations and Contracts. An in-depth study of the nature, kinds and effect of obligations and their extinguishment; contracts in general, their requisites, form and interpretation; defective contracts, quasi-contracts, natural obligations, and estoppel. *Credit: 5 units.*

LS 123: Constitutional Law II. A comprehensive study of the Constitution, the bill of rights and judicial review of acts affecting them. *Credit: 3 units.*

LS 1201: Legal Technique and Logic. A course on the methods of reasoning, syllogisms, arguments and expositions, deductions, the truth table demonstrating invalidity and inconsistency of arguments. It also includes the logical organization of legal language and logical testing of judicial reasoning. *Credit: 2 units.*

LS 1202: Basic Legal Ethics (formerly Law 424). A course that focuses on the canons of the legal ethics involving the duties and responsibilities of the lawyer with respect to the public or society, the bar or legal profession, the courts and the client. *Credit: 3 units.*

LS 1203: Criminal Law II. A comprehensive appraisal of specific felonies penalized in Book II of the Revised Penal Code, as amended, their nature, elements and corresponding penalties. *Credit: 4 units.*

LS 1204. Legal Writing. An introduction of legal writing techniques; it involves applied legal bibliography, case digesting and reporting analysis, legal reasoning and preparation of legal opinions or memoranda. *Credit: 2 units.*

Second Year - First Semester

LS 211: Property. The study of the different kinds of property, the elements and characteristics of ownership, possession, usufruct, easements or

servitudes, nuisance, and the different modes of acquiring ownership. *Credit: 4 units.*

LS 215: Sales. An in-depth consideration on the provisions of the Civil Code on the contract of sale, its nature and form, the obligations of the vendor and the vendee, warranties, remedies against breach of contract, and conventional and legal redemption. The course includes assignment of credits and incorporeal rights, the Bulk Sales Law, and the Nationalization Law. *Credit: 2 units.*

LS 2101. Agrarian Law and Social Legislation. A study of Presidential Decree No. 27, the Comprehensive Agrarian Reform Program and related laws and regulations, and the Social Security Act and the Government Service Insurance Act. *Credit: 2 units.*

LS 2105: Criminal Procedure. A study of the procedural rules governing the trial and disposition of criminal cases in court including jurisdiction of courts in criminal cases. *Credit: 3 units.*

LS 2108: Negotiable Instruments Law. The course is a study of the statutory provisions governing negotiable instruments which is mainly the Negotiable Instruments Law, as well as the applicable provisions of the Code of Commerce. *Credit: 3 units.*

LS 2109: Agency, Trust and Partnership. A course combining the laws on Agency (Title X), Partnership (Title IX) and Trusts (Title V) of the Civil Code. *Credit: 3 units.*

LS 2110: Credit Transactions. The study of the laws governing loans and deposits, including mortgages, pledge, antichresis, guaranty, sureties and other securities or collaterals. *Credit: 3 units.*

LS 2111. Legal Medicine (formerly Law 416). An overview of the principles relating to medico-legal cases, including the procedure of presenting and examining a medical expert witness. *Credit: 1 unit.*

LS 2112. Natural Resources and Environmental Law. A study of the constitutional provisions and special laws governing natural resources their use and disposition. The study includes existing laws protecting the environment and the ecosystem and prevailing rules against despoliation of the environment. *Credit: 2 units.*

Second Year - Second Semester

LS 224. Civil Procedure (formerly law 311). A study of the law on jurisdiction of courts in civil actions and Rules 1 to 71 of the 1997 Rules of Civil Procedure. These rules cover ordinary Civil Actions. Provisional Remedies and Special Civil Actions. The study of the rules is supplemented by a study of applicable jurisprudence. *Credit: 4 units.*

LS 2204: Corporation Law. A study of the Corporation Code and other special laws governing private corporations, including foreign corporations and the concept of doing business in the Philippines. The course includes in-depth analysis of the applicable common law and commercial principles underlying the various relationships in the corporate setting, with emphasis on the corporation being a medium for business enterprise and a means of providing for the equity investment market. The course includes the study of the pertinent provisions of The Securities Regulation Code. *Credit: 4 units.*

LS 2205: Taxation I. The general principles of taxation and statutory provisions on income taxation, including pertinent revenue regulations. *Credit: 3 units.*

LS 2206: Administrative Law, Law on Public Officers, and Election Law. The course will first cover development and application of principles and doctrines governing administrative agencies with rule-making and adjudicative functions; then it will consider the laws and principles applicable to public officers; and finally, it will examine the law regulating the conduct of elections and the law on pre-proclamation contests and election protests. *Credit: 3 units.*

LS 2208: Special Issues on International Law. This is an elective subject that allows for more concentrated study on any of the following possible areas of international law: a. International Criminal Law: that should be taken with reference to R.A. 9851; b. the Law of the Sea: which should be special interest to the Philippines because we are an archipelagic state; and c. International Trade Law: particularly the regime of the World Trade Organization. *Credit: 2 units.*

LS 2209. Public International Law (formerly Law 325). A study of the basic principles of international law and an overview of the legal principles governing international relations based, among others, on the United Nations Charter, the doctrines of well-known and recognized publicists, and the decisions of international tribunals and bodies. *Credit: 2 units.*

LS 2210. Human Rights Law. The study focused on the aspects of protecting, defending and seeking redress for violations of human rights in the Philippines. *Credit: 2 units.*

LS 2211. Land Titles and Deeds (formerly Law 225). The system and method of registration of real property under Act 496 as amended by P.D. No. 1529 otherwise known as The Land Registration Decree including registration under Cadastral Law. It also includes registration of deeds involving registered property. *Credit: 2 units.*

Third Year - First Semester

LS 313: Succession. A detailed evaluation and analysis of the law on testate and intestate succession, including wills, institution of heirs, computation of legitimes of compulsory heirs, disinheritance, and partition and distribution of the estate. The course also takes up rules of procedure on the settlement and administration of the estate of deceased persons. *Credit: 4 units.*

LS 3105. Labor Law I. An introduction to Philippine Labor Laws and covers the Preliminary Title, Pre-Employment (Book I) and Migrant Workers and Overseas Filipino Act (R.A. 8042); Book II on Human Resources Development, and The TESDA Law (R.A. 7796) and the Magna Carta for Disabled Persons (R.A. 7277); Book III on Conditions of Employment, including the special laws on 13th month pay, paternity leave, protection and welfare of women workers, sexual harassment, and child abuse; Book IV on Health, Safety and Social Welfare Benefits, including the law on the Social Security System, the Government Service Insurance System, and Phil Health. *Credit: 3 units.*

LS 3106: Taxation II. A study of the concepts and general principles of transfer (estate and donor's), tax, specific, business, percentage, amusement, and miscellaneous taxes provided for in the National Internal Revenue Code, including general principles of tariff and customs duties. *Credit: 3 units.*

LS 3107. Insurance (formerly Law 214). A study of the Insurance Code and related laws, including the concept and function of insurance, the nature of the insurance contract, insurable interest, special forms of insurance and government regulations of the insurance business. *Credit: 2 units.*

LS 3108. Torts and Damages (formerly Law 213). An analysis of the law on quasi-delicts as well as the nature, classes, and extent of damages. *Credit: 2 units.*

LS 3109: Legal Accounting (Elective). The course is designed to teach basic principles of accounting to enable the law student to understand the principal books used by merchants and the financial statements of business organizations. *Credit: 1 unit.*

LS 3110: Intellectual Property Laws (Elective). The course, which is divided into three (3) modules, is a study of both international and local intellectual property laws. The first modules, the law on Copyright, covers copyright ownership, exploitation and infringement; and copyright issues related to emerging technologies, e.g. the internet. The second module, the law on Trademark, covers trademarks, goodwill and infringement; domain name issues and alternative dispute resolution. The third module shall be on Patent, which includes inventions, utility models and industrial designs; issues on Internet and business method patents; and Technology Transfer Arrangements, including compulsory and voluntary licensing. *Credit: 3 units.*

LS 3111: Summer Apprenticeship 1 (120 hours during the summer break). As a condition for graduation, students are required to undergo apprenticeship for a minimum period of 240 hours. Apprenticeship may be undertaken in one or two summers after a student has completed his second year in the Law School. Existing rules of the apprenticeship program allow students to perform apprenticeship work in accredited law firms, government agencies, public or private legal assistance agencies and in courts.

The apprenticeship program requires qualified attorneys who shall assist the students in the actual practice of law. The supervising attorney evaluates the performance of the students and recommends to the Dean whether academic credits can be granted on the basis of such evaluation. Students must earn a total of our (4) academic credits from apprenticeship work to be eligible for graduation.

Students participating in the Human Rights and Legal Aid programs may earn academic credits for apprenticeship, subject to fulfillment of certain conditions. *Credit: 2 units.*

Third Year - Second Semester

LS 323. Special Proceedings. A study of Rules 72-109 of the Revised Rules of Court dealing with the procedural rules on settlement of estate, will, letters testamentary and administration, escheats, guardian-ship, appointment of trustees, adoption, change of name, cancellation and correction of entries in the Civil Registry and appeals in special proceedings. *Credit: 2 units.*

LS 327: Evidence. A course which looks into the rules of presentation, admissibility, and weight and sufficiency of evidence, including burden of proof and presumptions. *Credit: 4 units.*

LS 3205. Conflict of Laws (formerly Law 426). A course dealing with legal transactions with emphasis on the choice of law, including problems on jurisdiction and the recognition and enforcement of foreign judgments. *Credit: 2 units.*

LS 3201. Legal Forms (formerly Law 319). A course which trains students in the drafting of various legal documents and deeds, as well as judicial pleadings and briefs. *Credit: 2 units.*

LS 3203. Labor Law II. Study of the general principles of the Labor Code, Book V of the Labor Code on Labor Relations, governing areas on government machinery, labor organizations, unfair labor practices, representation issue; collective bargaining and administration agreements, grievance machinery and voluntary arbitration, lockouts, strikes and other concerted activities; Book VI on Post-Employment, covering areas such as classes of employees, termination of employment and retirement; Book VII on penal provisions of the Labor Code and prescription of actions and claims. *Credit: 3 units.*

LS 3204: Transportation (formerly Law 226). A study of the general principles and basic regulations governing carriers (land, air, and sea) of persons and goods. *Credit: 2 units.*

LS 3206: Law and Economic Development (Elective). The course undertakes to achieve two goals. First, is to examine the traditional law and economic approach to the study of law or the application of economic theory to examine the formation, structure, process, and economic impact of law and the legal institutions. Introductory discussions on the dominant schools of thought (i.e., Chicago Law and Economics, Public Choice Theory, Institutional Law and Economics) in this field will be made to familiarize the students with the concept. Second, the course looks into the role of law, including legal and judicial institutions, in the economic development of the country. It has been posited that law fosters economic development, while dysfunctions in the legal system can inhibit economic growth. This course will provide a survey of this emerging field of 'law and development'. Special attention will be devoted to the experience of the Philippines taking into account judicial dysfunctions and

Supreme Court pronouncement involving economic policies. No prior knowledge of economic is necessary for the course. *Credit: 2 units.*

LS 3207: Information Technology Laws (Elective). The course focuses on introducing the students to a comprehensive set of legal problems that will illustrate the clash between existing legal regimes and new information technologies. An ancillary goal is to help the student become comfortable with the information retrieval and transmission capabilities of the Internet and to allow a fruitful discussion of the IT Law by having a basic understanding of the special characteristics of the new domain. The course will cover discussions of the Electronic Commerce Law of the Philippines. *Credit: 2 units.*

LS 3208: Summer Apprenticeship 11 (120 hours during the summer break). Continuation of Apprenticeship 1. *Credit: 2 units.*

Fourth Year - First Semester

LS 412: Civil Law Review I. A general integration of the principles in civil law covering the effects and application of laws, the law on Human Relations, Persons and Family Relations, Property, Ownership and its Modifications, the Different Modes of Acquiring Ownership, including Succession; Pertinent provisions of special laws are also reviewed. *Credit: 4 units.*

LS 417: Labor Law Review. A general review of all labor laws and related jurisprudence. *Credit: 2 units.*

LS 4101. Remedial Law Review I. A general review of the laws on jurisprudence of courts and rules on civil procedure (Rules 1-71) of the Rules of Court and pertinent jurisprudence. *Credit: 3 units.*

LS 4102: Constitutional Law Review. A general survey of constitutional law, including political law, administrative law, law on public officers and other related subjects. *Credit: 4 units.*

LS 4103: Practice Court I. Training on the preparation and drafting of complaints, petitions, answer and other pleadings, motions, briefs and other legal papers which are submitted to the court or other tribunals. It also deals with the art of effective oral advocacy. *Credit: 3 units.*

LS 4104: Taxation Law Review (formerly Law 429). A general integration of principles of tax laws, including income, transfer, value-added and other business taxes. It also includes a review of local and real property taxation, as well as remedies available to both taxpayer and taxpaying

authorities, and the basic principles of the Tariff and Customs Code. *Prerequisite: Taxation I and Taxation II. Credit: 2 units.*

LS 4105. Criminal Justice System (Elective). A study of the five pillars in the administration of criminal justice system namely: public, police, prosecution, judiciary, and reformation. *Credit: 2 units.*

LS 4106: J.D. Thesis. Refers to an extended, research work, written under the guidance of an adviser or moderator upon completion of the academic units. *Credit: 4 units.*

Fourth Year - Second Semester

LS 421: Commercial Law Review. A comprehensive survey and review of the laws on partnership, agency, trusts, corporations, securities, secured transactions, negotiable instruments, insurance and transportation, other related subjects. *Credit: 4 units.*

LS 422: Civil Law Review II. A general integration of the principles in civil law relating to obligation and contracts, sales, lease, quasi-contracts, quasi-delicts and damages, and other related subjects. *Credit: 4 units.*

LS 425: Practice Court II. Holding of court trials as if in Regional Trial Court, where the pertinent provisions of the Rules of Court are strictly observed. The professor prepares a complaint, an answer, and reply. These pleadings shall constitute the records upon which the trial shall be conducted. The lawyers, litigants, and witnesses are all members of the class and the professor acts as judge. It is made obligatory upon the students acting as lawyers, to argue their cases orally immediately after the evidence is closed. This phase of the subject is important because it cultivates in the students the habit of noting down or remembering the important facts and trains them in the art of arguing cases off-hand on the basis of the evidence presented. The judge renders his decision in writing. The class assumes that the case tried previously is brought to the Appellate Court. The professor in charge acts as the appellate judge. Members of the class are appointed to act as lawyers for the appellant and appellee who shall argue their case orally on the basis of the records prepared previously. The judge renders his decision. *Credit: 2 units.*

LS 4203: Remedial Law Review II. A review of Criminal Procedural, Evidence and Special Proceedings and pertinent cases. *Credit: 3 units.*

LS 4204: Criminal Law Review. A general review of the Revised Penal Code with its latest amendments, as well as the other relevant penal statutes including pertinent jurisprudence. *Credit: 4 units.*

LS 4205: Appellate Practice and Brief Making (Elective). The course is designated to provide students with the skills necessary to successfully litigate appeals before the Court of Appeals and Supreme Court. Emphasis will be placed on practical training including appellate procedure, oral and written presentation and methodology. Brief writing and other aspects of modern appellate practice are also covered. *Credit: 2 units.*

LS 4206: Trial Techniques (Elective) 1. The course covers practical instruction in the preparation of cases and trial briefs before actual trial of cases, both civil and criminal. It includes practical suggestions on effective methods of gathering the facts of cases, the formulation of the theory of the case, search for legal authorities, construction of pleadings, interview of witness and examination of witnesses in the course in the course of the trial, with particular emphasis in Sections 1 to 19, Rule 132 of the Rules of Court. Outstanding cases illustrating the effective and efficient utilization of procedural rules in enhancing successful litigation are analyzed in detail and, where appropriate, hypothetical cases are presented for solution by the students. *Prerequisite: Evidence. Credit: 2 units.*