



Hamline University School of Law

BUSINESS LAW CERTIFICATE

APPLICATION PROCEDURE

Application

Only current Hamline University School of Law students may be admitted to the Business Law Certificate program. To apply to the Certificate program, you must submit an Application Form (see [Forms & Resources](#)).

Application Deadlines

There are no application deadlines but you are encouraged to apply early in your tenure so that you can meet with your Certificate Advisor to develop a completion plan and have sufficient time to complete the Certificate. You may apply as early as your first year.

Initial Advising Meeting

Once admitted to the Business Law Certificate program you will meet with a Certificate Advisor. The BLI Program Manager will contact you to schedule this meeting. It may be helpful to print the Planning Worksheet (see [Forms & Resources](#)) and bring it with you to the meeting. Students will be assigned a business law faculty advisor whom you will meet with each term, prior to registration.

CERTIFICATE REQUIREMENTS

The Business Law Institute offers four certificate programs: General Business Law, Business Law Certificate – Intellectual Property Concentration, Business Law Certificate with International Business Negotiation (dual certificate with the Dispute Resolution Institute), and Certificate in Bank Compliance.

To receive **any** of the Business Law Certificates/Concentrations you must complete **all of the following requirements plus the certificate/concentration specific requirements that follow, listed separately**. All coursework must be completed while enrolled as a JD student.

- 1. Core Foundation Courses (10 credits):** These courses may be taken at any point during the Certificate, but you are encouraged to take them as early as possible since they may be prerequisites for other Certificate courses.
 - Business Associations (4 credits) (formerly Corporations and UBE)
 - Basic Accounting & Finance: Financial Reporting for Professionals (2 credits)
 - Tax I: Tax of Individuals (3 credits)
 - Tax II: Tax of Business Entities (3 credits)

- 2. Business Ethics Course (2-3 credits vary each semester)** A variety of courses will be offered; qualifying courses will be published for each term (see *Forms & Resources*)
- 3. Clinic or Externship Practical Experience* (3 credits):** students enrolled in a BLI certificate program must obtain practical experience. This requirement may be satisfied by:

Clinic or Externship

Students can meet this requirement by participating in a clinic or externship. Current offerings include the Small Business/Nonprofit Clinic, Business Law Externship, Private Attorney Externship, and General Externship (Summer only).

A clinic allows the student to represent clients under the Minnesota Certified Student Practice Rule under the supervision of in-house attorneys or experienced adjunct faculty members. Students are required to complete 130 hours, consisting of 60 hours of class work and 70 hours of case work. More information about clinics can be found here: <http://law.hamline.edu/experiential/clinics.html>

An externship allows the student an opportunity to engage in experiential learning by working in a legal setting under the direction of an Attorney Mentor. Students are required to complete a minimum of 114 hours of unpaid fieldwork. Extended Externships may also be available. More information about externships can be found here: <http://law.hamline.edu/experiential/externships.html>.

**Students who enrolled in the certificate prior to 12/1/13 may have made other arrangements for earning this requirement.*

- 4. Writing:** A substantial written work (20 pages minimum) on a topic related to the area of concentration. This requirement may be satisfied by:

Course Paper

Students can meet this requirement by earning a B or higher (as determined by course instructor) on a paper written for a Hamline School of Law course, including seminars and independent studies. The paper must be reviewed and approved by the BLI Director to ensure the topic meets the business law or certificate concentration requirement. Courses that fulfill other Certificate requirements may be used to satisfy the course paper requirement.

Law Review/Journal Note or Article

Students can meet this requirement by writing a business-related note or article for the Hamline Law Review or the Hamline Journal of Public Law & Policy, while the student is a member of either publication. The note or article must be reviewed and approved by the BLI Director to ensure the topic meets the business law-related requirement and is of publishable quality.

- 5. Extra-Curricular Activities:** During your tenure at Hamline University School of Law, you must participate in at least six extra-curricular activities that introduce business law issues or provide networking opportunities with leaders in the business and legal communities. These activities may include lectures, conferences, symposia, CLEs, or breakfast/lunch meetings. These events provide opportunities for networking and substantive engagement; as a result, students generally exceed the required six activities. You must record the activities you attend on your Requirements Checklist.

Any events sponsored by BLI or the Business Law section of the Minnesota State Bar Association are qualifying events. Other events may qualify but must be pre-approved by the BLI Director. Information sessions and student group meetings will not count toward this requirement. However, relevant student groups may seek pre-approval for their event to qualify; please contact the BLI Director for more information (see *Contact Information*). Attendance must be verified at each extra-curricular activity or event. At BLI events, a sign-in sheet will be available. At non-BLI events, you must provide proof of attendance (registration receipt, event program, etc.).

- 6. GPA Requirement:** All students must earn a minimum **3.2 GPA, not including first year courses**, to complete any of the BLI certificates.

ADDITIONAL INFORMATION FOR ALL BLI CERTIFICATE STUDENTS

Faculty Advisor Meetings

Prior to registration each term, certificate students must meet with their BLI faculty advisor to ensure that they are registering for courses that will fulfill the requirements for the certificate.

Exit Interview

Before your Certificate is awarded, you must complete an exit interview with your Certificate Advisor. You must bring your completed Requirements Checklist (see [Forms & Resources](#)) and any supporting documents to the exit interview so we can verify that you have completed all of the required elements of the Certificate. It is your responsibility to schedule the exit interview; please contact your Certificate Advisor in your final semester at Hamline. If you are taking Certificate courses during your final semester, you should schedule the meeting after the final drop date for classes has passed.

We will not submit your paperwork to the Registrar until an exit interview has been completed. Upon receipt of your paperwork, the Registrar will verify your completion of the coursework and will determine whether you achieved a cumulative 3.2 GPA (minimum). If all requirements have been fulfilled, your Certificate will then be awarded. The Certificate will be noted on your transcript and you should expect to receive the physical certificate within 12 weeks of your exit interview or the posting of your final grades, whichever is later.

FORMS & RESOURCES

All of the forms and resources referenced in this Handbook are available online at <http://law.hamline.edu/businesslaw/resources.html>.

Forms

- Application
- Planning Worksheet
- Requirements Checklists

Resources

- Qualifying Business Ethics Courses
- Qualifying Seminars & Selected Topics Courses by term

CONTACT INFORMATION

Please feel free to contact the Business Law Institute with any questions you have. We do our best to make information available to you online but are always willing to answer specific questions or speak with you in more detail regarding the Certificate.

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General Business Law Certificate

Total Credits: 25-26
(Required + elective credits)

*Students interested in practicing business law are **strongly encouraged** to take additional business-related electives in addition to the minimum requirements for the Certificate.*

All requirements 1-6 above plus 10 credits from the following list:

- Administrative Law (3 credits)
- Admiralty (3 credits)
- Agriculture Law (2 credits)
- Antitrust (2 credits)
- Arbitration (2 credits)
- Arbitration Advocacy (1 credit)
- Banking Law (3 credits)
- Bankruptcy (3 credits)
- Business Planning (2 credits)
- The Business of Lawyering (2 credits)
- Certificate in Global Arbitration Law and Practice (6 credits)
- Certificate in International Business Negotiation (6 credits)
- Collective Bargaining & Labor Arbitration (2 credits)
- Commercial Law: Survey of Sales, Leases and Payment Systems (3 credits)
- Commercial Law: Secured Transactions (3 credits)
- Commercial Real Estate Transactions (2 credits)
- Computer & Internet Law (2 credits)
- Consumer Lending (2 credits)
- Copyright Law (3 credits)
- Corporate Finance (2 credits)
- Corporate Governance and Business Ethics (3 credits)
- Employment Discrimination (3 credits)
- Employment Law (3 credits)
- Environmental Law (3 credits)
- Estate Planning and Tax (3 credits)
- Food and Drug Law (2 credits)
- Health Law Organization & Finance (3 credits)
- Independent Study (3 credits)
- Information Privacy Law (2 credits)
- Insurance (2 credits)
- Intellectual Property (3 credits)
- International Business Transactions (2 credits)
- Labor Law (3 credits)
- Land Use Planning (3 credits)
- Law & Economics (3 credits)

Please note that Negotiation contributes 2 of the 6 credits to this certificate. If you plan to complete the Certificate in International Business Negotiation, you must take Negotiation in conjunction with the certificate. If you complete this certificate, you may not count Negotiation as one of your Core Electives.

For an Independent Study to qualify as an Additional Elective in the Business Law Certificate, it must be pre-approved by the BLI Director.

- Legislation (2 credits)
- Mediation (3 credits)
- Mergers and Acquisitions (3 credits)
- Modern Real Estate Transaction (3 credits)
- Negotiation (2 credits)
- Nonprofit Organizations (2 credits)
- Patent Claims Drafting (2 credits)
- Patent Law (2 credits)
- Securities Regulation (2 credits)
- Seminar or Selected Topic (variable) →
- Sports Law (2 credits)
- State & Local Government Law (3 credits)
- Trademark Law and Unfair Competition (3 credits)
- Transnational Intellectual Property Law (2 credits)
- Water Law (2 credits)
- White Collar Crime (2 credits)
- Wills & Trusts (3 credits) [MN Bar Course]

Each term, qualifying Seminar and Selected Topic courses will be published and made available on the Forms & Resources web page: (see [Forms & Resources](#))

Prior to registration each term, certificate students must meet with their BLI faculty advisor to ensure that they are registering for courses that will fulfill the requirements for the certificate.

Business Law Certificate – Intellectual Property

Total Credits: 22-25

Students enrolled in the Intellectual Property Concentration must fulfill the **Certificate Requirements 1-6 listed above and Intellectual Property (3 credits).**

Elective Courses (4-6 credits) students must choose at least two courses from the following:

- Copyright Law (3 credits)
- Trade Secret Law (2 credits)
- Trademark & Unfair Competition (3 credits)
- Patent Law (2 credits)
- Sports Law (2 credits)
- Approved seminars, selected topics, and independent study (1-3 credits)

Prior to registration each term, certificate students must meet with their BLI faculty advisor to ensure that they are registering for courses that will fulfill the requirements for the certificate.

**Business Law Certificate and International Business Negotiation
(dual certificate with the Dispute Resolution Institute - DRI)**

Total Credits: 19-20 plus DRI requirements (6 credits)

Students enrolled in the Business Law Certificate and the International Business Negotiation certificate with the Dispute Resolution Institute **must satisfy the [DRI's requirement](#)** (6 credits) **and satisfy requirements 1-6 listed above and at least 2 Elective Courses (4 credits) from the following list:**

- Corporate Finance (2 credits)
- International Business Transactions (2 credits)
- Business Planning (2 credits)
- Securities Regulation (2 credits)

Prior to registration each term, certificate students must meet with their BLI faculty advisor to ensure that they are registering for courses that will fulfill the requirements for the certificate.

Certificate in Bank Compliance

Total Credits: 27-28

Students enrolled in the Bank Compliance certificate program must complete the requirements 1-6 listed above and the following five courses:

- Banking Law (3 credits)
- Administrative Law (3 credits)
- Conducting Bank Compliance Audits: Regulatory Agencies, Auditing, Investigating and Reporting (2 credits)
- Consumer Lending (2 credits)
- Deposit Regulation & Bank Operations (2 credits)

Prior to registration each term, certificate students must meet with their BLI faculty advisor to ensure that they are registering for courses that will fulfill the requirements for the certificate.