

SOUTHWESTERN

LAW SCHOOL Los Angeles, CA

Time Limits for Grading and Feedback in Distance Education Courses

Faculty policy. Effective as of June 1, 2024.

Revision history: New policy required by California Code of Regulations 71715(d)(7).

Related policies: Distance Education Policy for Programs Other Than the Online J.D. Program; Grading, Scholastic and Other Honors, and Specialized Courses Policy; Examination Administration Policy

Scheduled Review Date: May 2025 (Office of the Vice Dean(s))

A. Application

This policy applies to all Distance Education courses offered at Southwestern Law School. Consistent with Definition 7 of the ABA Standards and of the California Code of Regulations, a "Distance Education Course" means one in which students are separated from all faculty members for more than one-third of the instruction and the instruction involves the use of technology to support regular and substantive interaction between the students and all faculty members, either synchronously or asynchronously.

B. Returning Grades and Feedback to Students

1. Within 10 days of the due date listed on the course syllabus, a faculty member will provide to students a response or an evaluation of the following assignments and assessments:
 - a. Graded discussions;
 - b. Graded case briefs or similar materials;
 - c. Quizzes;
 - d. Short essays;
 - e. Oral reports or presentations;
 - f. Video reports or presentations;
 - g. Other types of weekly assignments; and
 - h. Other work related to weekly lessons.

2. Within 21 days of the due date or examination administration date listed on the course syllabus or in official Registrar's Office announcements, a faculty member will provide to students a response or an evaluation of the following assignments and assessments:
 - a. Midterm examinations;
 - b. LAWS I initial and draft memos;
 - c. LAWS II draft brief;
 - d. First complete or substantial drafts of seminar papers, law review or law journal notes, or similar papers; and
 - e. Any assignment worth at least 15% of the final course grade.

3. The following assignments and assessments must be returned to students on the date listed on the relevant academic calendar for the release of final course grades:
 - a. Final course grades;
 - b. Grades and feedback on final examinations;
 - c. Grades and feedback on final LAWS I and II final written projects;
 - d. Grades and feedback on final seminar papers, law review or law journal notes, or similar papers;
 - e. Grades and feedback on final simulation projects (e.g., final trial); and
 - f. Grades and feedback on final class project, whether group or individual.

C. Policy Revisions

Southwestern reserves the right to change or modify any aspect of this policy at any time, with or without prior notice.