



Full-time J.D. Student Employment Policy

Faculty policy. Effective immediately.

Revision history: Formerly a part of the annually revised Student Handbook; established as part of the Academic Policies and Procedures standalone policy in August 2022; established as a standalone policy in August 2023; revised May 2024 to address the Online J.D. Program.

Related policies: None.

Scheduled Review Date: August 2025 (Student Services Office)

Southwestern Law School prohibits full-time students enrolled in more than 12 units per semester from working more than 20 hours per week during the academic year. Under this policy, full-time students must sign the 20-Hour Work Rule Acknowledgement Statement to attest that they will comply with this policy throughout their law school career. The signed statements are required as part of first-year registration and become part of each student's file.

In addition to requiring full-time students to agree to this work limit, the schedule of classes and limited cross-registration into required courses in the evening and online programs also help to ensure that full-time students do not work more than 20 hours per week. Full-time students who need to work more than 20 hours a week should consult with the Associate Dean for Student Services and request to switch to a part-time program.

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