

# CAPITAL UNIVERSITY LAW SCHOOL

<http://law.capital.edu/OPD/>



## Basic Information

303 E. Broad St.  
Capital University Law School  
Columbus, Ohio (OH), 43215  
United States  
614-236-6888

### Career Service Administrator:

Shawn M. Beem  
Assistant Dean for Professional Development  
Phone: 614-236-6889  
sbeem@law.capital.edu

### Registrar:

Amanda Ramey  
614-236-6442

## Admissions Profile (J.D. Candidates only)

Applications received	578
Size of entering class:	160
# of undergraduate colleges represented:	64
# of states represented (incl. D.C.)	18
In-state enrollment:	125
Out-state enrollment:	42
Foreign countries represented:	1

## Grade Point Average / Law School Admission Test

In determining GPA and LSAT averages, are all students included? Yes  
If not, what percentage is not included and why?  
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## Contact Information for Other Career Services Staff

Ashley Messick, Pro Bono Coordinator; Diane Emrick, Administrative Assistant

## Law School Demographics

		1st Year	2nd Year	3rd Year	4th Year	Total
	<b>Total Class Size</b>	178	148	113	22	461
	<b>Men</b>	93	75	53	10	231
	<b>Women</b>	85	73	60	12	230
	<b>Non-binary</b>	UNK	UNK	UNK	UNK	0
Latinx	<b>Men</b>	5	1	5	0	11
Latinx	<b>Women</b>	1	2	3	2	8
Latinx	<b>Non-binary</b>	UNK	UNK	UNK	UNK	0
White	<b>Men</b>	70	59	42	10	181
White	<b>Women</b>	69	59	45	6	179
White	<b>Non-binary</b>	UNK	UNK	UNK	UNK	0
Black or African American	<b>Men</b>	6	5	4	0	15
Black or African American	<b>Women</b>	5	2	2	2	11
Black or African American	<b>Non-binary</b>	UNK	UNK	UNK	UNK	0
Native Hawaiian or Other Pacific Islander	<b>Men</b>	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	<b>Women</b>	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	<b>Non-binary</b>	UNK	UNK	UNK	UNK	0
Asian	<b>Men</b>	1	0	0	0	1
Asian	<b>Women</b>	2	2	4	0	8
Asian	<b>Non-binary</b>	UNK	UNK	UNK	UNK	0
Native American or Alaska Native	<b>Men</b>	0	0	0	0	0
Native American or Alaska Native	<b>Women</b>	1	0	0	0	1
Native American or Alaska Native	<b>Non-binary</b>	UNK	UNK	UNK	UNK	0
2 or more races	<b>Men</b>	6	7	2	0	15
2 or more races	<b>Women</b>	5	6	2	2	15
2 or more races	<b>Non-binary</b>	UNK	UNK	UNK	UNK	0
Persons with Disabilities	<b>Men</b>	UNK	UNK	UNK	UNK	0
Persons with Disabilities	<b>Women</b>	UNK	UNK	UNK	UNK	0
Persons with Disabilities	<b>Non-binary</b>	UNK	UNK	UNK	UNK	0
LGBTQ	<b>Men</b>	UNK	2	1	2	5
LGBTQ	<b>Women</b>	1	4	2	UNK	7
LGBTQ	<b>Non-binary</b>	UNK	UNK	UNK	UNK	0
Non-Resident Alien	<b>Men</b>	2	1	0	0	3
Non-Resident Alien	<b>Women</b>	0	0	2	0	2
Non-Resident Alien	<b>Non-binary</b>	UNK	UNK	UNK	UNK	0

<b>Veteran</b>	<b>Men</b>	<b>9</b>	<b>8</b>	<b>7</b>	<b>0</b>	<b>24</b>
<b>Veteran</b>	<b>Women</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>
<b>Veteran</b>	<b>Non-binary</b>	<b>UNK</b>	<b>UNK</b>	<b>UNK</b>	<b>UNK</b>	<b>0</b>

### Comments

Capital University Law School offers a part-time program that is a four-year program. Part-time students are reported in the NDLS over a three-year program according to credit hour cut-offs.

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For more details, visit [www.nalplawschools.org](http://www.nalplawschools.org)

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## Degree Programs

Number of Students Enrolled:	
Full-Time:	311
Evening:	121
Part-Time:	0
Other:	0
Fields of Study:	
LL.M. Degrees Offered:	Yes
Is LL.M. grading system equivalent to JD system?	No
Joint degree programs offered?	Yes
Number of LL.M. degrees awarded in previous year:	1

## JD Programs:

### Special Training and Certification Programs:

All students are required to take four semesters of legal writing: a year-long course in Legal Analysis, Research, and Writing; a legal drafting course; and a seminar, upper-level course, or membership on Law Review that includes drafting a scholarly article of publishable quality. Students may earn concentrations in five areas: Children and Family Law; General Practice; Litigation; Regulatory Law; and Transactional Law.

Is Moot Court a required activity? No

### Moot Court Program Description:

To become a member of a moot court team, students must complete an Appellate Advocacy course and participate in competitive joint tryouts in which they submit a written brief and then engage in oral arguments. Students are selected based on ability to organize and advance arguments; ability to provide clear and logical answers to questions; courtroom tone and demeanor; intellectual and academic ability; work habits and competitive attitude; research and writing skills; and ability to work cooperatively with others on a group project.

## Explanation of Grading System

Letter Grades	Other Grading System?	Numerical Equivalents
A+		N/A
A		4.00
A-		3.67
B+		3.33
B		3.00
B-		2.67
C+		2.33
C		2.00
C-		1.67
D		1.00
F	E	0.00

### Comments:

Due to the COVID-19 emergency, the Law School adopted the following policies for all J.D., M.L.S., M.T. and LL.M. students for the Spring 2020 Semester (to be applied, if deemed appropriate by the Dean, also to the Summer 2020 Semester): All courses will be graded Credit/No Credit. Credit/No Credit grades will be excluded from the calculation of a student's cumulative GPA. No Credit indicates that a student has not demonstrated minimal competency (a level which, if graded, would earn the student a grade of E). Credit/No Credit will be listed on student transcripts as "Credit" or "No Credit" with the notation "Due to COVID-19, Grades were Credit/No Credit". Class rank will be calculated as follows: For rising 2Ls, 3Ls and 4Ls, class rank will not be calculated until after Fall 2020 grades are released. For graduating students, honors and class rank will remain that set by their GPA based on Fall 2019 grades. Regular courses, in which final examinations are given, are typically graded by examination only; i.e., the grade on the final examination is the grade for the course. Seminar grades typically are determined by assigning a grade to the single paper written by the student. Practicum grades typically are determined by assigning grades to each paper, project, activity, or simulation engaged in by the student, and then by "averaging" all grades thus assigned, on an equal basis. Grading on final examinations, mid-term examinations, and quizzes is done anonymously. The only academic activities not utilizing anonymous grading are those demanding close one-on-one interaction between professor and student, such as research papers, clinics, externships, law review, moot courts, etc.

### Minimum Grade Required to Attain:

Top 10%:	3.687
Top 25%:	3.342
Top 33%:	3.230
Top 50%:	3.035
Top 75%:	2.752
Median GPA:	3.024
Minimum grade required for graduation:	2.00

Do you have a pass/fail option? Yes

Some courses based primarily on performance are graded on a satisfactory/unsatisfactory basis: Moot Court Teams, Mock Trial Team, Law Review I, Law Review II, Advanced Bar Studies and Externship. "Satisfactory" is defined as a level of performance that is deemed by the instructor to be minimally satisfactory or better and which, if graded, would earn the student a grade of C or above. "Unsatisfactory" is defined as a level of performance that is deemed by the instructor to be below the level of being minimally satisfactory and which, if graded, would earn the student a grade of C-, D, or E.

Are students ranked in their class? Yes

At the end of the fall and spring semesters, grades earned during summer semester are factored into fall class rank. First-year students are ranked at the end of the spring semester of the first year only

If so, how often? Will the school verify student grades? Yes

School's Verification Policy

Regular doctrinal courses, in which final examinations are given, are typically graded by examination only; i.e., the grade on the final examination is the grade for the course. Any deviation from this typical practice is communicated to students by means of a written syllabus at the beginning of the course. For example, if the final grade is based 50% on a final exam, 25% on paper, and 25% on class participation, students should be notified of this in advance. If grades are to be lowered for absences or lack of preparation, the notice to students should specifically indicate the maximum number of permitted instances of class absence or lack of preparation, and the precise consequences of the student's failure to comply. A statement such as "the instructor reserves the right to lower grades for excessive absences" is not sufficient notice. Permissible is a statement such as "the student's grade will be lowered by one grade (e.g., C+ to C or C- to D) for each instance of unpreparedness or absence in excess of four." Seminar grades typically are determined by assigning a grade to the single paper written by the student. Any deviation from this typical practice is communicated to the student by written syllabus at the beginning of the semester or summer term. Practicum grades typically are determined by assigning grades to each paper, project, activity, or simulation engaged in by the student, and then by "averaging" all grades thus assigned, on an equal basis. Any deviation from this typical practice is communicated to students by a written syllabus at the beginning of the semester or summer term. In particular, if some projects or activities are to be weighted more heavily than others, the students will be notified of the weighing factors to be used. Grading on final examinations, mid-term examinations, and quizzes is done anonymously. The only academic activities not utilizing anonymous grading are those demanding close one-on-one interaction between professor and student, such as research papers, clinics, externships, law review, moot courts, etc. Due to the COVID-19 emergency, the Law School adopted the following policies for all J.D., M.L.S., M.T. and LL.M. students for the Spring 2020 Semester (to be applied, if deemed appropriate by the Dean, also to the Summer 2020 Semester): All courses will be graded Credit/No Credit. Credit/No Credit grades will be excluded from the calculation of a student's cumulative GPA. No Credit indicates that a student has not demonstrated minimal competency (a level which, if graded, would earn the student a grade of E). Credit/No Credit will be listed on student transcripts as "Credit" or "No Credit" with the notation "Due to COVID-19, Grades were Credit/No Credit". Class rank will be calculated as follows: For rising 2Ls, 3Ls and 4Ls, class rank will not be calculated until after Fall 2020 grades are released. For graduating students, honors and class rank will remain that set by their GPA based on Fall 2019 grades.p>

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### Pre-Graduation Academic Honors

### Graduation Honors

### Areas of Practice & Employment

Areas of practice include both legal and non-legal positions: % of employed students with jobs in area	
Private practice	45
Business and industry	12
Government	22
Judicial clerkship	1
Military	0
Public interest organization	2
Academic	2
Job category not identified	0

% of students with known location who are in employment region	
New England (CT,ME,MA,NH,RI,VT)	0
Middle Atlantic (NJ,NY,PA)	2
East North Central (IL,IN,MI,OH,WI)	77
West North Central (IA,KS,MN,MO,NE,ND,SD)	0
South Atlantic (DE,DC,FL,GA,MD,NC,SC,VA,WV)	2
East South Central (AL,KY,MS,TN)	0
West South Central (AR,LA,OK,TX)	0
Mountain (AZ,CO,ID,MT,NV,NM,UT,WY)	1
Pacific (AK,CA,HI,OR,WA)	1
Non-US	0

### Jurisdictions:

Ohio

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## OCI / Job Posting

### OCI Reservations

OCI requests accepted by:

Mail - beginning date: 03/15/2021

Phone - beginning date: 03/15/2021

Email to - beginning date: 03/15/2021: [OPD@law.capital.edu](mailto:OPD@law.capital.edu)

Online, URL - beginning date: 03/15/2021: <https://law-capital-csm.symplicity.com/employers/>

Any changes in OCI procedures or policies that will be in effect for the first time during Fall 2015:

OCI Date Assignment Procedure: First come first served

OCI Fee? No

OCI Date Confirmation Sent to Employers:

If requested, our school will coordinate with:

Required Employer Forms:

Employers should update employer profile on Symplicity. Employers must complete a schedule request form on Symplicity to participate in recruitment programs.

### OCI Dates:

OCI Interview Periods: Fall 2021 August Interview Week - Week of Aug 2 or 9 TBA; Fall 2021 OCI - Sept. 8 - Oct. 22; Spring 2022 OCI Session 1 - Feb.7-11; Spring 2022 OCI Session 2 - Feb. 16 - Mar. 13.

Callback Period: N/A

Is video conferencing available? Yes

Comments: Requests for virtual interviews must be made at the same time a request to interview is made.

### Pre-OCI Material Distribution:

Are employers permitted to prescreen? Yes

OCI Drop date: 07/11/2021

Date student materials sent to employer: 07/12/2021

Date interview schedule sent to employer:

Postage/express mail fee? N/A

Comments: Interview schedules are made available to employers as soon as possible after interview selections are received from employers, generally within 24-hours.

Do you provide resume collection or direct mail option for employers not participating in OCI? Yes

Are all OCI conducted in campus buildings? Yes

### Other Interview Programs

N/A

### Diversity Interview Programs

Capital students participate in a variety of diversity job fairs and interviewing programs including the Columbus Bar Association Minority Clerkship Program, the Cook County Minority Law Student Job Fair, Lavender Law, etc.

### For Employers who do not interview students on-campus, will you:

send,uponrequest,onepackagecontainingresumes/transcripts? Yes

post a notice directing students to apply directly to employer? Yes

Employers may register and then post available positions by going online to <https://law-capital-csm.symplicity.com/employers/>. Employers may also obtain a job posting form by contacting our office via phone (614-236-6888) or email ([OPD@law.capital.edu](mailto:OPD@law.capital.edu)). Job postings are posted within 48 hours (during weekdays) and will be posted for 30 days unless otherwise instructed by the employer.

Are employers permitted to prescreen? Yes

If no, explain:

### First Year Students

First-year students receive access to Symplicity and the job posting board when fall semester begins. First-year students may participate in spring recruiting if in good academic standing.

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### Diversity

Capital University Law School's Office of Professional Development works in conjunction with the University's Office of Diversity & Inclusion to assist all diverse students with career and professional development. The OPD maintains strong relationships with the Law School's African American Law Alumni Association and the Columbus Bar Association's Minorities in the Law Committee as well as other affinity bar associations.

### Pro Bono

Capital's Pro Bono Legal Honors Program recognizes law students who have successfully completed at least 50 hours of pro bono legal work at approved sites. Participants receive a certificate signed by the law school's Dean and Pro Bono Coordinator, the designation of Pro Bono Legal Honors on their academic transcripts, and recognition at commencement. The program is administered by a half-time pro bono coordinator. To earn recognition, students must perform duties that are directly and significantly related to providing pro bono legal services, whether in the context of providing legal advice or resolving a legal problem through litigation, legislation, regulation, or alternative dispute resolution (to the extent consistent with the ethical constraints on the authorized practice of law). Examples of past pro bono sites include the Interfaith Legal Clinic, Ohio Public Defender, Family & Youth Law Center, Franklin County Municipal Court, Legal Aid Society of Columbus, and the Volunteer Income Tax Assistance Project. Students are also encouraged to create their own opportunities subject to approval.

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## Student Organizations

### Narrative

Capital University Law School has a tradition of providing a rigorous, demanding and innovative legal education that stretches back to its founding in 1903. Our Juris Doctor, Master of Laws (LL.M.), Master of Legal Studies, Master of Taxation, and certificate programs in Paralegal studies provide flexible educational opportunities for our students. Our J.D. program emphasizes the relevant, practical skills law school graduates need to succeed in and out of the legal profession. We focus on skills and knowledge that prepare our graduates to be assets to their future employers – skills that include legal research, writing, dispute resolution, and analysis. Our curriculum encompasses elective courses running the gamut of business and commercial law, property, criminal law and procedure, public law, international law, litigation, and taxation. Our concentrations and joint degree programs allow students to focus in an area of the law and to expand their knowledge of the legal and business world. The classroom experience is complemented by diverse opportunities for real-world, experiential education through legal clinics, internships, externships, pro bono service, law review, and moot court teams. Our faculty members are devoted to students' education, and they are masters at integrating theory and practice. Many faculty are nationally recognized legal experts in their fields, who have published books on topics such as constitutional litigation, contracts, environmental law, remedies, negotiations, marriage and same-sex unions, and African-American males and the law. Throughout Ohio, the Midwest, and nationally, Capital graduates work in the law firms, corporations, government, and non-profit organizations. Our graduates are consistently leaders in the state, local, and national bar associations. Capital University Law School grew from the Columbus Law School, which was founded in 1903 as part of a national program sponsored by the YMCA that sought to make legal education practical, accessible and affordable. Since 1966, the Law School has been affiliated with Capital University. Located in the heart of Columbus, Ohio's Discovery District, the Law School is ideally situated near the State Capitol among numerous government, legal, cultural, and educational institutions.

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