



Professional LLM Handbook

2017-2018

www.osgoodepd.ca

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Meet the OsgoodePD Team

Admissions & Orientation Assistant - Elena Maizel: admissions-opd@osgoode.yorku.ca

Elena is the first point of contact for all students *before* they have accepted their offer of admission. You likely spoke with Elena during your application process. She is also responsible for the administration of various orientation-related activities including library orientation and the Introduction to Graduate Legal Studies course.

Graduate Program Assistants (GPAs)

Deirdre, Maxine and Eriona are your graduate program assistants. The graduate program assistant is one of your most important contacts throughout the program. She will be your primary administrative contact throughout the program for all administrative matters such as registration, enrollment, fees, Major Research Papers, leaves of absence, grades, course drops/adds, etc. Your GPA can advise you around most matters related to university/program policies, degree requirements, and where she is unable to assist will ensure you're put in touch with the appropriate person.

If there is any change to your personal information (email address, phone numbers, address) or academic status, please ensure your GPA is kept up-to-date.

Your GPA is assigned based on your program, according to the following breakdown:

Deirdre Hussey 416-597-9735 dhussey@osgoode.yorku.ca	<ul style="list-style-type: none">• Dispute Resolution• Business Law• Civil Litigation & Dispute Resolution• Constitutional Law• Energy and Infrastructure• Family Law• Intellectual Property Law
Maxine Malcolm 416-597-9728 mmalcolm@osgoode.yorku.ca	<ul style="list-style-type: none">• Administrative Law• Banking and Financial Services Law• Bankruptcy and Insolvency Law• Criminal Law and Procedure• General Law (Part-time)• Health Law• Labour Relations and Employment Law• Securities Law• Tax Law (Part-time)
Eriona Tarelli 416-597-9171 etarelli@osgoode.yorku.ca	<ul style="list-style-type: none">• International Business Law• Canadian Common Law• General Law (Full-time)• Tax Law (Full-time)

Manager, Professional Graduate Programs – Christine Briggs: cbriggs@osgoode.yorku.ca

Christine is responsible for the overall management of the Professional LLM program. Your GPA will likely consult with Christine on complicated or out of the ordinary matters. You may also hear from Christine in your GPA's absence.

Program Lawyer – Michael Tam – mtam@osgoode.yorku.ca

Michael is the program lawyer for all academic programs at OsgoodePD. He provides student academic and career support through workshops and one-on-one counselling appointments.

Director, International & Professional Graduate Programs – Meghan Thomas:

mthomas@osgoode.yorku.ca

Meghan is the graduate program director of all programs at Osgoode Professional Development.

Important Links & Resources

Link	Description
Moodle Program Page https://courses.osgoode.yorku.ca/ (Login: Osgoode Account)	<ul style="list-style-type: none">• Important information related to your specialization (degree requirements, enrollment request forms, etc).• Your GPA (and other program administrators) will use the specialization page send messages to all students• Course enrollment takes place here in your second term and beyond
Moodle Course Pages https://courses.osgoode.yorku.ca/ (Login: Osgoode Account)	<ul style="list-style-type: none">• Use moodle to access course outlines and materials• The GPA (and other program administrators) and instructor(s) will use the specialization page to send messages to the class• You will use moodle to upload and submit assignments
Passport York https://passport.yorku.ca (Login: Passport York)	All students must create and use a Passport York username and password to log onto York's online services and tools. Your Passport York login is used to: <ul style="list-style-type: none">• View official final grades• Look up financial statements online• Download tax forms• Change address and contact information• Change email address• Verify official name• Apply to Graduate• Others
Osgoode Email http://myosgoode.yorku.ca/ (Login: Osgoode Account)	All Osgoode students have an @osgoode e-mail account. We set these accounts up to forward to your personal e-mail address that you provided at the time of admission. If you need to change your e-mail forwarding or would like to use this as your primary e-mail you can access it via MyOsgoode.
My Career http://www.osgoode.yorku.ca/mycareer/ (Login: Passport York)	MyCareer contains a library of academic and career resources which may be helpful to you and is also used to: <ul style="list-style-type: none">• Book academic/career/personal counselling appointments• View and RSVP for upcoming events• View job listings

Faculty of Graduate Studies Regulations http://gradstudies.yorku.ca/current-students/regulations/	As a Graduate Student you are responsible for familiarizing yourself with and adhering to Faculty of Graduate Studies (FGS) regulations.
Academic Request Form https://webform.osgoode.yorku.ca/view.php?id=150113	This form is used to make the following categories of requests: <ul style="list-style-type: none"> • Academic Petition • Course Extension Request • Grade Remediation • Grade Reappraisal

Important Dates

Enrollment Requests – Anticipated (You'll receive an announcement to confirm)

Fall – Typically Opens in June

Winter – Typically Opens in October

Summer – Typically Opens in March

Faculty of Graduate Studies Registration Deadline

Enrollment requests submitted after the deadlines listed on the graduate studies webpage [link below] are subject to a \$200 late registration fee.

See: <http://gradstudies.yorku.ca/current-students/student-status/important-dates/>

Faculty of Graduate Studies Petitions Deadlines

Petitions Related to Fall 2017 - July 15, 2017

Petitions Related to Winter 2018 – November 15, 2017

Petitions Related to Summer 2018 – March 15, 2018

Convocation Deadline

To be eligible for June convocation you must have met all degree requirements (and have all final grades) by April 30. To be eligible for October convocation you must have met all degree requirements (and have all final grades) by August 31.

Convocation

There are two convocations ceremonies each year, one in June and one in October.

Your GPA will guide you through the convocation process. However, you should be aware that the courses you select in your final term will impact your convocation date. Students in Winter term courses with April deadlines typically graduate in October not May. Seeking a course extension will also impact your convocation date.

Convocation dates are finalized approximately 4-6 months before the ceremony. You can find long range dates here: <http://convocation.students.yorku.ca/ceremonies/longrange>

Program Structure

The Professional LLM Program is comprised of 13-15 different specializations. Each specialization has its own structure and degree requirements (detailed in the 'degree requirements' section). Each academic year in the Professional LLM has three terms: Fall (September – December), Winter (January – April),

and Summer (April – June). Typically students take 6 credits each term and complete the program in two years.

Some specializations operate on a cohort basis (meaning that new students all begin the program at one time) while others have rolling admissions (meaning that new students can start in Fall and/or Winter and/or Summer).

Students come to the program from throughout Canada and occasionally internationally. In all specializations (except Dispute Resolution) students have the option to attend courses in-person or via video conference (an interactive live-streaming platform). All weekly courses and many intensive courses have video conferencing options. Video conferencing is open to students who live more than 50KM away from OsgoodePD for a one-time fee of \$300. The fee covers video conferencing hardware and software. Our video conference technicians will be in touch with newly admitted video-conference students, after they've submitted their enrollment request, to do tests to ensure your system meets the video conferencing minimum requirements.

For most specializations courses are scheduled on a two year cycle, meaning (with some exceptions) that if you miss a course you won't have the opportunity to take it again during your program. We aim to make course schedules available two terms in advance.

Best efforts are made to avoid course conflicts between courses that we anticipate will be of interest to students in multiple specializations, however this is not always possible. It is your responsibility to ensure you request courses that don't conflict and that you submit your enrollment requests in a timely manner.

Course Structure

Weekly classes are held one evening per week, usually from 7pm - 10pm EDT/EST. Typically, a weekly course runs twelve weeks (for a 6 credit course) or six weeks (for a 3 credit course).

Intensive courses are usually held over 2 - 5 days, depending on the credit value. The most common pattern is Thursday evening and all day Friday and Saturday.

For evening courses held at OsgoodePD, a light dinner, refreshments, as well as coffee and tea throughout the evening are provided. For all-day courses, a light breakfast, lunch and afternoon snack will be served to students attending in-person. We make best efforts to accommodate religious and medically necessary dietary restrictions – please advise us of restrictions each term when submitting your enrollment request form.

Unless otherwise specified, courses will be held at our downtown facility, the Osgoode Professional Development Centre (Suite 2602, One Dundas St. West, Toronto),

Registration

At York University, 'registration' and 'enrollment' have different meanings. Registration is the status that you have with the University vis à vis your program; enrollment refers to your status within a course. As a professional LLM student you will not register yourself – instead you'll submit an enrollment request form each term, and your GPA will review your account and process your registration in the term and your enrollment in courses.

Continuous Registration

York University's Faculty of Graduate Studies regulations require that students maintain continuous registration throughout your program. This means that you are required to register (either as active or inactive – see below) and pay the applicable fees in every Fall, Winter, and Summer term from entry into program and until you have successfully completed your degree requirements.

If you do not register for a term, you will be withdrawn from the program by the Faculty for 'failure to maintain continuous registration'. However, should you wish to return to the program you have the option to petition for reinstatement (if you have been away from the program for no more than one year) or apply for re-admission (if you have been away for more than one year- see page 14 for more details).

The Faculty reviews student records for continuous registration:

- November 30 for the Fall term;
- February 28 for the Winter term and
- July 30 for the Summer term

Active Registration - Working on Incompletes

Occasionally, students are in a position where although they are not enrolled in a course in a term they are still making academic progress during that term. For example, instances where students are working on completing a Major Research Paper from which they had enrolled in in a previous term, or have extensions on work from a previous term that go into the next.

Students must be registered as active in terms where they are making academic progress. The Faculty of Graduate Studies will not consider leave of absence requests from students who have outstanding work. In these instances students must register as 'active – working on incompletes'. Active registration in the term will trigger a tuition fee installment and access to student resources (library, counselling, bursary funding, etc).

Inactive Registration- Leaves of Absence Petitions

OsgoodePD understands that the nature of being a full-time professional and a part-time student will occasionally create the need to take a break from your studies. Because you are a student within the Faculty of Graduate Studies to request a leave of absence you must make a petition.

Given the nature of the program structure it's important to consult with your GPA if you are contemplating taking a leave of absence during a term where a required course is being offered. Missing a required course will typically delay your graduation.

There are several types of leaves available to you depending upon your circumstances:

Type	Description	Restrictions
Elective leave of absence	Students applying for an elective leave of absence do not have to provide grounds for their request as long as it is submitted by the petitions deadline.	<ul style="list-style-type: none">• May only request 1 elective leave• Must have completed at least 2 terms
Exceptional circumstances	Students applying for a leave of absence under exceptional circumstances are students who are facing a type of hardship that takes them away	<ul style="list-style-type: none">• May request up to 3 during program

leave of absence	from their studies. Student must include rationale (and supporting documentation if appropriate) with this request.	
Parental leave of absence	Available to students for whom parental responsibilities are such that they require the student to be absent from their studies.	<ul style="list-style-type: none"> • May request one per child
No Course Available (NCA)	Students may request No Course Available if no suitable course is offered in any given term. Available if no suitable course is available in any given term.	<p>Students are not eligible to apply for an NCA leave of absence if:</p> <ul style="list-style-type: none"> • They are registered as “working on a major research paper/project”; • They have an incomplete grade recorded for a course; • They have outstanding debt; and/or: • If there is a course within the student’s specialization that they have not completed that is offered in the given term

For more information see: [Faculty of Graduate Studies Regulations of Leaves](#)

Timelines For Submitting Leave of Absence Requests

Since the Faculty takes 4-6 weeks to process petitions, they ask that students submit petitions for leave of absence well in advance of the start of term:

- For Fall Term Leaves – July 15
- For Winter Term Leaves – November 15
- For Summer Term Leaves – March 15

The Faculty of Graduate Studies recognizes that part-time students often need to make leave of absence requests after the application deadline and is flexible when legitimate reasons necessitate a late submission. Yet the Faculty typically will not consider late applications and has strict policies regarding retroactive requests:

“Petitions must be initiated within 12 months of an issue arising. Petitions on issues beyond the 12 month timeline will not be considered, except in truly exceptional circumstances.

Only in exceptional circumstances will a retroactive (before start date of the current term) academic petition be considered and/or granted. Retroactive petitions must adhere to the 12 month time limit.”

[\(Faculty of Graduate Studies Academic Regulations\)](#)

If you need guidance in making a petition your GPA can advise you – or, if making an out of the ordinary request may direct you to the Manager, Professional Graduate Programs for advising.

Important Note About Petitions

Your GPA can assist you in completing your petition or clarifying the administrative options but it is your responsibility to put forward the petition.

The program will only consider petitions submitted via the [Academic Request Form](#).

Program Time Limits

Graduate Programs have both a minimum and a maximum length. The Professional LLM has a minimum length of 6 part-time terms or 3 full-time terms. Tuition for the program is paid over the minimum length – so if you finish the program in fewer than 6 terms additional fees apply (see balance of degree fees, page 16).

Students have a maximum of 12 (active) terms to complete their degree. Note that additional fees apply for terms beyond the program's minimum length.

Course Enrollment

As a Professional LLM student you do not enroll yourself in your courses. Instead, before each term you'll be asked to make your course selection request through the course selection form available on Moodle. Your request will then be processed by your GPA who will also be in touch to confirm. Note that requests must be submitted via the enrollment request form and cannot be accepted over phone or e-mail.

Please ensure you submit your course enrollment request by the published deadline. The Faculty of Graduate Studies imposes a \$200 penalty on late registrations.

Your course enrollment request cannot be processed if:

- You have a tuition balance greater than \$1,000 owing
- You have unresolved academic issues (i.e. academic work outstanding)
- You did not register as active (or have an approved leave of absence for the previous term)

By submitting your course selection form you are considered to have accepted the terms of a contract with York University. This contract requires you to abide by the Faculty Regulations of the Faculty of Graduate Studies (FGS). You are required to read the information in this program handbook and in the FGS Faculty Regulations (<http://gradstudies.yorku.ca/current-students/regulations/>).

Courses Within Your Specialization and Designated Electives

Depending on your specialization's degree requirements (see: pages 19-27), you may have required or "core" courses or your degree requirements may be fulfilled by completing a specified number of electives from your specialization.

You can review courses that are within your specialization or designated electives within your specialization by reviewing the schedule for your specialization.

Courses Outside of Your Specialization

Depending on your specialization's degree requirements (see: pages 19-27) you may request to take courses from outside of your specialization as electives. Your request will be considered on the basis of space in your requested course, as well as pre-requisites and anti-requisites.

You can review courses that are available to you as outside electives by reviewing the schedule for the General Law specialization.

Special Enrollment Considerations:

Courses from the International Business Law specialization

Space permitting, you may request to take courses from the International Business Law specialization as electives outside of your specialization. However, it's important to keep in mind that this program is designed for full-time students and as a result these classes often take place at Osgoode Hall (4700 Keele St) during business hours, and do not have video conferencing available.

Courses from the Canadian Common Law specialization

If you are licensed to practice law in Canada you are not eligible to take any of the nine foundational subject courses from the Canadian Common Law Program. Students may be able to take a non-foundational course as an elective provided you didn't take that subject as part of your LLB/JD degree, it is related to your program of study, and there is space in the course.

You may not complete a Significant Research Paper in these courses and should note that the method of evaluation is by final invigilated exam. Keep in mind that this program is designed for full-time students and as a result classes often take place at Osgoode Hall (4700 Keele St) during business hours, and do not have video conferencing available.

Course overloads (more than 6 credits in a term)

With the exception of Introduction to Graduate Legal Studies and students in the Dispute Resolution program, we do not allow students to take course overload in their first term.

In your second term (or later) you may request a course overload, which will be considered based on space in your requested course, pre-requisites and anti-requisites. In general, requests for an extra course will be given the lowest priority for space availability.

Extra Courses (additional courses beyond 36 credits)

In almost all cases, if you take courses that exceed the credit requirements for your degree, you will be billed for these extra courses. Where the course is over and above your degree credit requirements, you will be advised of the applicable fee (calculated using the fees for LLM Single Course Enrollment). Billing for the course is done through your York Student Account. For more detail, see "Extra Course Fees", pg 17.

The only circumstance in which an extra course fee will not be charged is if you are in your last term of enrolment and your final course results in an excess of credits. For example, if you have reached 33 credits and in the last term wish to take a 6-credit course, there is no extra course fee applicable.

Extra courses will be added to your student record as non-degree courses.

Course Attendance Policy

Students are expected to attend all classes in each course. If absence from class is unavoidable, you can miss up to 20% of class time. It is your responsibility to ensure you select courses that do not pose a significant conflict with other commitments. Choosing two courses with conflicting schedules does not constitute an unavoidable absence.

In exceptional circumstances, accommodation for missing more than 20% (but no more than 50%) of class time may be granted pending approval of the Manager, Professional Graduate Programs and course instructor. In these cases, the student is expected to complete an additional assignment relating to the missed material (for example, watching a video archive of the missed class time and writing a comment).

Students who miss more than 50% of class are not eligible to pass the course.

Recording Policy

All video-conferenced courses are video recorded. Recordings are posted to the course website and available to all students in the course for study purposes. We aim to post recordings within 1-2 weeks of the conclusion of the course. Video recording links are active for one term following the conclusion of the course (i.e. Fall term recordings are removed at the beginning of the Summer term, Winter term recordings are removed at the beginning of the Fall term and Summer term recordings are removed at the beginning of the Winter term).

In courses with an in-person only attendance requirement are not audio recorded. With the exception of courses within the Dispute Resolution (where audio recordings are not permitted students seeking to make audio recordings of a class using a personal recorder must request instructor permission.

Recordings of OsgoodePD classes are to be used for students' personal study purposes and are not to be distributed. Unauthorized distribution of these recordings constitutes a violation of academic honesty.

Course Cancellations

Occasionally, due to unavoidable circumstances an instructor must cancel a course. When this happens we will work to notify students and reschedule as soon as possible.

Course Materials

We aim to provide students with course materials about four weeks before the first class. If hard copy textbooks are required they will be sent to you via Canada Post and online resources are posted through Moodle.

In the case of weekly classes, occasionally instructors post materials on a weekly basis to allow for some flexibility in discussion depending on current issues and student interest(s).

If you enroll in a course and subsequently drop it after materials have been ordered, you are responsible for the cost of the materials and shipping, if applicable.

Academic Policies & Resources

Course Withdrawal

In order to withdraw from a course you must notify your GPA in writing.

If you are requesting withdrawal before a course begins, the course will be removed from your record.

Before 2/3 of a course has been completed, if you would like to withdraw from a course you may do so by notifying your GPA in writing. The symbol "W" will be recorded on your record to denote an authorized withdrawal in good standing.

If more than 2/3 of the course has taken place, a request to withdraw will be considered only in exceptional circumstances. A petition to the Faculty of Graduate Studies may be required. If approved, the symbol "W" will be recorded on your student transcript to denote an authorized withdrawal in good standing.

Withdrawal from a required course will only be permitted in exceptional circumstances. If a student withdraws from a required course, they must re-take when it's next offered. Withdrawing from a required course will likely delay your graduation.

Under no circumstances will the recording of a "W" be waived.

You may re-take courses that you have previously had to withdraw from if/when they are offered in future. When re-taking a course, you will not be exempt from the attendance requirement and cannot simply 're-submit the same work'. You must be formally enrolled in a new offering of a course.

The program does not have the discretion to change a "W" to a grade at a later date. So, when re-taking a course the course will appear on your transcript twice (once with the "W" and once with the final grade from re-taking it).

Note that withdrawing from a course that is part of your degree program does not have an impact on your financial record – if you wish to withdraw from the program formal paperwork must be submitted (see page 8)

Assignment Submissions & Course Extensions

OsgoodePD is committed to promoting academic success and ensuring that students' academic records ultimately reflect their academic abilities and accomplishments.

Students are expected to submit assignments on or before the assigned due dates. However, we recognize that exceptional and unexpected events or illnesses might impair your ability to meet coursework submission deadlines.

These procedures are subject to any necessary modifications required for students who have a letter of accommodation from Counselling and Disability Services.

The overarching principle for course extensions or exam deferrals is that they are based on exceptional and/or unexpected circumstances (for example, medical or mental health grounds, death in the family, unforeseen commitments, other extenuating circumstances beyond the student's control). Typically, workload reasons are not considered to be exceptional circumstances.

Grace Period for Paper-Based Courses

Unless otherwise noted on the course outline, most paper-based courses automatically grant a two-week grace period after the final assignment deadline to submit the work. You do not have to specifically request this extension. Simply submit your work via Moodle as you normally would within two weeks of the final assignment deadline. It is your responsibility to carefully review the course outline for each course to determine whether a grace period applies.

Although there is no academic penalty for making use of the grace period, receipt of your final grade may be delayed. If this is your final course in the program, you are encouraged to speak with your Graduate Program Assistant before making use of the grace period.

Requests for Extension Beyond the Grace Period or Final Assignment Deadline

In exceptional circumstances, where an extension beyond the due date or grace period is required, you may request an extension using the [Student Academic Request Form](#). This request must be made before the end of the grace period (or before the assignment deadline for courses without a grace period).

All extension requests are made through the [Student Academic Request Form](#) and decisions are made by the Professional LLM program. To ensure consistency and fairness across specializations, extensions are granted at the discretion of the program, not by individual instructors. The program will review extension requests weekly and until the business day after the end of the grace period (or after the assignment deadline for courses without a grace period).

Extensions beyond the grace period or for longer than two weeks after the assignment due date will be granted on a case-by-case basis. Extension deadlines will be considered final deadlines -- if work is not submitted by the approved extension date, the non-submission policy below will apply.

Deferrals, Due Dates, and Extensions for Exam-Based Courses

In courses where the primary method of evaluation is an invigilated or take-home exam, the program must ensure the integrity of the exam and therefore extensions will be limited.

Before the release date of a take-home exam or the date of an invigilated exam, you may request a deferral of the exam using the [Student Academic Request Form](#).

Grounds for a deferral include compassionate, medical, or equitable grounds. Deferral periods for exams will typically be as short as reasonably possible and in no circumstances will a deferral be granted for longer than 60 days from the original exam date.

After a take-home exam becomes available on your course webpage, you may request an extension of time to submit the exam. Extensions for take home exams will be as short as is reasonable to address the circumstances - usually a few days at most.

Deferral requests will be reviewed weekly throughout the course and then once per business day in the week leading up to the exam date. Extension requests will be reviewed weekly throughout the course and then once per business day during a take-home exam period.

Blank Grades / Non-Submissions

If you do not submit work for a course or appear for an exam and have not requested a course withdrawal or extension/deferral, we will assume that you are unable to complete the work for the course and a grade of "W" (to indicate late withdrawal) will be posted. If the outstanding work is worth 30% or less of the final grade for a course, you will be awarded no marks for that portion of the course work (i.e. a value of '0' will be recorded for that portion of your overall grade).

Course Grading

The Faculty of Graduate Studies grading scale is below. **The percentages are provided to instructors as a guideline, and are not official.**

A+	Exceptional	90 – 100%
A	Excellent	85 – 89%
A-	High	80 – 84%
B+	Highly Satisfactory	75 – 79%

B	Satisfactory	70 – 74%
C	Conditional	60 – 69%
F	Failure	0 – 59%
I	Incomplete	N/A

Academic Standing

If you are struggling with course materials we strongly encourage you to seek out assistance early on (where possible) to avoid jeopardizing your academic standing.

The Faculty of Graduate Studies Academic Standing regulations are posted below. Academic withdrawal is required in cases where students receive either: a combination of “C” grades, or combination of “C” and “F”. In this case, the Program is obligated to move forward with a withdrawal. Your GPA and the Director will be in touch with you directly to discuss should this occur.

“Combinations of ‘C’ Grades Which Require Withdrawal

Unless Continued Registration is Recommended and Approved

A student who received in total any of the following combinations of grades for graduate courses may not continue to be registered in the Faculty of Graduate Studies and in a graduate program unless this continuation is recommended by the graduate program director concerned and approved by the Dean:

- a. two C grades for 6.00 credit courses;
- b. one C grade for a 6.00 credit course and one C grade for a 3.0 credit (or equivalent) course;
- c. a total of three C grades for 3.0 credit (or equivalent) courses.

In no cases will grades be averaged.

In these cases, students have the option to petition to have academic standing waived.

Combination of ‘F’ and ‘C’ Grades Which Require Withdrawal

A student will be required to withdraw from a graduate program and registration in the Faculty of Graduate Studies will be terminated if the student receives in total for graduate courses, during enrolment at York University:

- a. one F grade for a 6.00 credit course or two F grades for 3.0 credit (or equivalent) courses; or
- b. one F grade for a 3.0 credit (or equivalent) course and one C grade for a 6.00 credit or 3.0 credit (or equivalent) course.

In no case will grades be averaged.”

(See: <http://gradstudies.yorku.ca/current-students/regulations/courses-grading/#academic>)

In these cases students do not have the option to petition to have academic standing waived – the Faculty will not consider academic standing waivers from students who have a combination of ‘F’ and ‘C’ Grades Which Require Withdrawal.

Grade Reappraisals

Grade reappraisals are governed by the Faculty of Graduate Studies policy. You can review the full policy here: <http://gradstudies.yorku.ca/current-students/regulations/courses-grading/#reappraisals>

The policy provides for grade reappraisals on "sufficient academic grounds". A student must describe the academic grounds in the request. Academic grounds may include the following:

- The instructor has made an error in allocating marks to your work.
- The instructor has marked the work in a way that does not correspond to the instructions for completing the work or the marking rubric (if applicable).
- The course work or the way in which it was evaluated was beyond the parameters of the course outline, course materials, and/or class lectures and discussions.

The following are examples of non-academic grounds. These do not qualify for a grade reappraisal:

- Compassionate, medical, or other factors affected your performance in the course.
- You have a strong record of academic performance in other courses or programs.

Students who receive 'F' grades as a result of non-academic circumstances may seek remediation through OsgoodePD's grade remediation policy below, or may wish to consider petitioning the Faculty of Graduate Studies for a late withdrawal from the course.

Remediation of Low Grades

Graduate students at York are expected to achieve 'B' or better grades in order to maintain good academic standing (see the academic standing policy at <http://gradstudies.yorku.ca/current-students/regulations/courses-grading/#academic>).

Students who receive a 'C' grade are encouraged to seek further feedback on their performance from the course instructor so that they may improve their results in future courses. Students who have concerns about their academic performance may book an academic counselling appointment with a program representative. The program may also specifically refer students who are having academic difficulty to supports available in the program or at the university.

Students who receive a final grade of 'F' in a course may submit a request for an opportunity to remediate the grade to a 'C' level by doing supplementary work or redoing all or part of the course work. The following rules apply to a remediation request:

- You must submit the request within 10 business days after grade release
- You must make the request through the [Student Academic Request Form](#)
- You must provide grounds that (a) are based on facts that you did not know before the course work was submitted, and/or (b) demonstrate that you could not reasonably have prevented your poor performance before submitting the work by, for example, asking for a late withdrawal from the course, an exam deferral, or an extension.

The program retains sole discretion to decide whether to grant a remediation request and will consider factors such as (a) whether the instructor is available to set and grade a remedial assignment, (b) whether the grounds raised by the student are compelling and supported by any relevant documentation, (c) by how great a margin the student's course work fell below a passing grade, and (d) whether the instructor or the program has concerns about academic honesty in connection with the work.

The program will deliver a response to your request within 10 business days.

If remediation is granted, you will be given a short time to complete the work, typically between 48 hours and two weeks. No extensions on the remediation period will be granted. If you do not submit the work within the time period provided, your final grade will remain an 'F'.

Grade remediation is not offered in any other circumstances.

Academic Honesty

As a graduate student you are expected to have a strong understanding of what constitutes academic honesty and how to properly cite information. The Faculty guidelines note that “Simply put: If work containing misrepresentation is submitted for evaluation, then one is responsible for the misrepresentation, regardless of intent”.

As an investigative aid, OsgoodePD utilizes a text matching tool and follows the guidelines of York University.

For more information on Faculty academic honesty policies and procedures:

<http://gradstudies.yorku.ca/current-students/regulations/academic-honesty/>

Research Ethics

If you are contemplating completing research involving human participants (i.e. surveys, interviews, etc) as part of a course paper or Major Research Paper you are obligated to go through the University's Research Ethics Protocols.

If you are contemplating doing this type of work please get in touch with your GPA well in advance for information about how to seek out approval. These approvals typically take 4-6 weeks.

Student Rights and Responsibilities

Professional LLM students, whether participating in classes via video conference or in person, are bound by York University's Code of Student Rights and Responsibilities. You can review this policy here:

<http://oscr.students.yorku.ca/csrr>

Degree Requirements

To complete your degree you are required to complete 36 credits. Each specialization has its own degree requirements (see Page 19-27). However all students choose either a 'course work only' path or a 'course work plus major research paper path':

Option	Overview of Requirements
Coursework Only	<ul style="list-style-type: none">• 36 credits of coursework• A Significant Research Paper (30 pages)
Coursework and Major Research Paper	<ul style="list-style-type: none">• 30 credits of coursework• Completion of LAW 6101 - Advanced Legal Research Workshop*• 6.0 credit major research paper (70 pages) <p>*Completion of the workshop is not counted towards 30 credits of coursework</p>

In addition, students without a Canadian LLB/JD degree are required to successfully complete LAW 6149: Introduction to Graduate Legal Studies.

Course Work Only: Significant Research Paper

If you are completing your degree through coursework only you will be required to complete a Significant Research Paper (SRP) as the sole method of evaluation in one of your courses. Most instructors are amenable to having students write SRPs in their courses provided that the request is made at the beginning of the course and the topic is approved.

In some courses the final assignment meets the requirements for the SRP. This will be noted on the course outline.

Major Research Paper

Unlike the Significant Research Paper, a Major Research Paper is a stand-alone 6.0 credit course. The MRP cannot serve as the means of evaluation for a course – meaning that students cannot submit an MRP as the final assignment in a course to earn course credit and MRP credit.

A Major Research Paper (MRP) is a paper is expected to go beyond describing a legal issue and must be an independent critical analysis that is of publishable quality. Your MRP should relate to your specialization (i.e. Criminal Law students are expected to write an MRP related to Criminal Law). General Law students may write on a topic related any one (or a combination) of their three designated areas of interest.

The MRP may be related to work completed in a previous course – however it cannot simply be a reiteration of a previous course paper. Per York University's Senate Policy on Academic Honesty, "submitting the work one has done for one class or project to a second class, or as a second project, without the prior informed consent of the relevant instructors" is considered a breach of academic honesty.

If you'd like to write an MRP your first step is to find a supervisor (we recommend asking the instructor/professor who's course was most closely related to your area). If you're having difficulty finding a supervisor please reach out to Christine (cbriggs@osgoode.yorku.ca) for support.

Once you've found a supervisor you'll need to submit your proposal. You can find the proposal information on your Moodle Program page.

The MRP final paper is marked on a pass/fail basis, which is the grade that will appear on the academic record. The supervisor will also indicate on the paper a 'notional' letter grade so that the student has some idea of their standing.

Tuition & Fees

Program Fee

The cost of the Professional LLM is referred to as "the program fee". The program fee includes both program tuition and course materials (such as textbooks). The program fee is charged in six installments (known as 'term fees'; one instalment for each term of active registration). Your GPA will notify you once your registration has been processed and your "term fees" have been posted on your York Financial Services student account. You are responsible for reviewing your student account (via Passport York) and ensuring that your fees are paid on time each term.

Your “term fee” includes 1/6 of your program fee and supplementary fees (centrally collected ancillary fees). Supplementary Fees cannot be waived. For more information on supplementary fees see: <http://sfs.yorku.ca/fees>

Each term the Faculty of Graduate Studies charges a \$15.00 (non-refundable) registration fee above the term fee.

If you submit your registration request late, the Faculty of Graduate Studies charges a \$200.00 late registration fee.

If you complete your program in fewer than six terms any remaining installments of the program fee will be charged upon completion and are payable before convocation.

If you complete more than six active terms additional fees apply. Your term fee will be charged at the “Faculty of Graduate Studies” rate rather than at the program fee rate. Please contact your GPA for more information if you expect that you may need more than six active terms to complete your degree.

Video Conferencing

There is an additional, one-time \$300.00 fee for video conferencing hardware and software. This fee will be charged to your student account at the end of the term that you received your video conferencing equipment. You’ll receive an e-mail to notify you when this fee has been posted.

Paying Your Fees

Fees can be paid through online, telephone or in-person banking at your bank in the same way that you would pay a bill. List York University as the Company and your student number as the account number. Fees are due as follows:

Fall – September 10

Winter – January 10

Summer – May 10

Late payments are subject to interest of approximately 1% per month.

Financial Blocks

The University imposes a financial block (meaning that no activity including, adding courses, registering in sessions, submitting petitions, etc) can take place for students who have a past due balance of more than \$1,000 owing.

Upon graduating you must have a zero balance in order to receive a final transcript or collect your diploma.

Tax Receipts

The University does not issue official receipts outside of the T2202A which is required for tax purposes. T2202As are issued yearly and are downloadable here: <https://sfs.yorku.ca/fees/taxforms>

If you need proof of payment you can print your account statement: <https://sfs.yorku.ca/fees/your-student-account>

Extra Course Fees

Should you wish to enroll in extra courses (either beyond the 36 credits required for your degree or courses that you wish to take outside of your degree program). You may request enrollment – you will be enrolled in these courses as a non-degree (single course enrollment) student.

Non-degree courses are subject to the Professional LLM – Non Degree Refund schedule (<http://sfs.yorku.ca/refunds/tables>).

Fees and refund policies for single course enrollment can be found here:
<http://www.osgoodepd.ca/graduate-programs-and-courses/tuition-fees-awards/>

Senior Waiver

Canadian citizens or permanent residents aged 60 years or older by May 1 (for Summer session) or September 1 for Fall/Winter are eligible for York University's senior waiver. Note that this fee waiver is administered by York University, not OsgoodePD and does not cover the full tuition fees for professional programs.

Instead, for students in the Professional LLM, the fee waiver is a partial waiver, capped at the current Faculty of Graduate Studies part-time tuition fee rate and covers academic fees only. As of Summer 2017, the waiver provides a reduction in tuition in the amount of approximately \$797.00 per term. Students are responsible for any additional charges including interest charges, student health and dental plans, course materials fees, supplementary fees, etc.

Program Withdrawal

Program withdrawal can be program initiated (when a student fails to maintain academic standing or continuous registration) or student-initiated. If you feel you will not be able to enroll for classes for two terms or more, you may wish to withdraw from the program in good standing. If you need 1-2 terms off, a leave of absence may be a better option (please contact your GPA for advice).

A withdrawal in good standing must be formally requested by submitting a Withdrawal Form (see: <http://gradstudies.yorku.ca/files/2014/08/program-withdrawal.pdf>) to your GPA. The program cannot initiate a withdrawal in good standing on your behalf in lieu of your submission of the formal paperwork.

The effective date of withdrawal will be the date your withdrawal form is received by your GPA. This date is used to determine if you will be eligible for any refund. Please note that simply dropping courses, or failing to attend classes, is not recognized as an official withdrawal and as such you would still be responsible to pay your program and other associated fees.

For information about refund deadlines please see: <http://sfs.yorku.ca/refunds/tables>.

Note that you are not eligible to withdraw in good standing if you have blank/outstanding grades.

Reinstatement

If you have withdrawn in good standing or have been withdrawn for failure to maintain continuous registration you may petition for reinstatement so long as you have only been away from the program for three terms or less proceeding the term in which you wish to register. If you need more information about reinstatement please contact your GPA.

Re-admission

If you have withdrawn in good standing or have been withdrawn for failure to maintain continuous registration and have been away from the program for more than a year you may apply for re-admission. To apply for re-admission you'll need to:

- Identify a completion plan (your GPA can assist with this)
- Request an application for re-admission (through admissions-opd@osgoode.yorku.ca)
- Submit the application for re-admission, your current CV and your completion plan to admissions

The readmission process can take 4-6 weeks, we encourage you to get in touch about re-admission as early as possible.

Continuing Legal Education (CLE)

OsgoodePD also offers a curriculum of non-credit continuing legal education courses. These offerings address the needs of lawyers to refine specific practice skills, expand their knowledge of specialized applied areas, and keep up with new developments.

A major programming focus is the provision of accessible skills education to complement substantive academic legal knowledge. We also provide in-house training courses and workshops.

See the OsgoodePD website for more details on CLE offerings.

Complimentary CLE Program

Professional LLM students are eligible to take one complimentary program for CPD Professionalism (half or full day) per calendar year. This offer is non-transferrable and cannot be retroactively applied to past registrations, nor can you roll-over your complimentary registration to another CPD year.

To register for a complementary CLE program please complete this [Registration Form](#) at least one week prior to the program start date (however – we encourage you to submit early as some courses do fill up).

CLE Discounts for Current LLM Students

Active Professional LLM students receive a 50% discount on CLE programs (excluding the Intensive Trial Advocacy Workshop, Written Advocacy, Certificate and Joint Programs). In order to receive this discount, students must provide their York student number at the time of registration

This offer is non-transferrable and cannot be retroactively applied to past registrations.

CLE Alumni Discount

Osgoode alumni receive a 10% discount on continuing legal education programs (excluding Written Advocacy and the Intensive Trial Advocacy Workshop).

CLE Registration

To register and receive a current student or alumni discount, please contact osgoodepd@osgoode.yorku.ca.

To register for a complementary CLE program please complete this [Registration Form](#).

Continuing Professional Development (CPD)

Professional LLM courses can count toward your CPD requirement in many Canadian jurisdictions.

For practicing lawyers, most provincial bars require full-time practicing members to complete a minimum number of CPD hours in each calendar and/or reporting year. In many jurisdictions, a minimum number of hours must be on topics related to professional responsibility, ethics and/or practice management.

Although the CPD requirement and definition varies across Canadian jurisdictions, participation in any of the Professional LLM courses can be counted towards your substantive CPD hours (ie. hours that are not considered to be ethics and/or professionalism). Where applicable, we have accredited LLM courses for

professionalism/ethics content and have indicated this on the LLM schedules. However, many students will not be able to get all or some of their professionalism content through LLM courses at this time.

If you have questions about CPD hours please contact cpd@osgoode.yorku.ca

Degree Requirements by Specialization

ADMINISTRATIVE LAW

Required Course(s)

Code	Title	Weight
6761P	Some Theoretical Perspectives on Public Law and Administration	3
6740	Administrative Law: Overview and Current Developments	6
6765P	Administrative Law Remedies	3

Degree Requirements

Option I: Coursework and Major Research Paper [36 credits]

- The required courses for Administrative Law [12 credits];
- 18 additional credits of coursework, at least 12 of which must be courses from the Administrative Law-related electives;
- A Major Research Paper (70 pages) in the Administrative Law field [6 credits]; and
- Advanced Legal Research Workshop. Please note that this will not count towards the 36 credits required to complete the degree.

Option II: Coursework Only [36 credits]

- The required courses for Administrative Law [12 credits];
- 24 additional credits of coursework, at least 18 of which must be courses from the Administrative Law-related electives;
- A Significant Research Paper (30 pages) as a means of evaluation for one of the Administrative Law required courses or related electives.

The Advanced Legal Research Workshop is not required for students writing a Significant Research Paper but is strongly recommended in order for students to review writing and research skills.

BUSINESS LAW

Required Course(s)

Code	Title	Weight
6909P	Corporate Transactions	3
6908P	Corporate Remedies	3
6902P	Corporate Finance	3
6870P	Advanced Corporate Law	3
6749	Corporate Governance	3
6735	Boards of Directors	3

Degree Requirements

Option 1: Coursework and Major Research Paper [36 credits]

- The required courses for Business Law [18 credits];
- 12 additional credits of coursework, at least 6 of which must be courses from the Business Law-related electives;
- A Major Research Paper (70 pages) in the Business Law field [6 credits]; and
- Advanced Legal Research Workshop. Please note that this will not count towards the 36 credits required to complete the degree.

Option II: Coursework Only [36 credits]

- The required courses for Business Law [18 credits];
- 18 additional credits of coursework, at least 12 of which must be courses from the Business-Law related electives; and
- A Significant Research Paper (30 pages) as a means of evaluation for one of the Business Law required courses or related electives.

The Advanced Legal Research Workshop is not required for students writing a Significant Research Paper but is strongly recommended in order for students to review writing and research skills.

CIVIL LITIGATION & DISPUTE RESOLUTION

Required Course(s)

Code	Title	Weight
6705P	Advanced Trial Advocacy: Empirical and Theoretical Issues	6

Degree Requirements

Option I: Coursework and Major Research Paper [36 credits]

- The required course in the Civil Litigation and Dispute Resolution specialization [6 credits];
- 24 additional credits of coursework, at least 12 of which must be courses from the Civil Litigation and Dispute Resolution specialization;
- A Major Research Paper (70) pages in the Civil Litigation and Dispute Resolution specialization [6 credits]; and
- Advanced Legal Research Workshop. Please note that this will not count towards the 36 credits required to complete the degree.

Option II: Coursework Only [36 credits]

- The required course in the Civil Litigation and Dispute Resolution specialization [6 credits];
- 30 additional credits of coursework, at least 18 of which must be courses from the Civil Litigation and Dispute Resolution specialization; and
- A Significant Research Paper (30 pages) in one of the Civil Litigation and Dispute Resolution courses as the means of evaluation.

The Advanced Legal Research Workshop is not required for students writing a Significant Research Paper but is strongly recommended in order for students to review writing and research skills.

CONSTITUTIONAL LAW

Required Course(s)

Code	Title	Weight
6728P	Constitutional Remedies	3
6726P	Constitutional Theory	3
6725P	Evidence and Procedure in Constitutional Litigation	3

Degree Requirements

Option I: Coursework and Major Research Paper [36 credits]

- The required courses for Constitutional Law [9 credits];
- 21 additional credits of coursework, at least 15 of which must be courses from the Constitutional Law-related electives;
- A Major Research Paper (70 pages) in the Constitutional Law field [16 credits]; and
- Advanced Legal Research Workshop. Please note that this will not count towards the 36 credits required to complete the degree.

Option II: Coursework Only [36 credits]

- The required courses for Constitutional Law [9 credits];
- 27 additional credits of coursework, at least 21 of which must be courses from the Constitutional Law-related electives; and
- A Significant Research Paper (30 pages) as a means of evaluation for one of the Constitutional Law required courses or related electives.

The Advanced Legal Research Workshop is not required for students writing a Significant Research Paper but is strongly recommended in order for students to review writing and research skills.

CRIMINAL LAW & PROCEDURE

Required Course(s)

Code	Title	Weight	Required?
6786P	The Theory and Practice of Punishment	3	Required
6784P	Problems of Proof: Advanced Perspectives on the Law of Evidence	3	Required
6782	Criminal Law & the Charter: Implications & Expectations	6	Required
6781P	Issues in Criminal Law: History, Evolution & Theoretical Approaches	6	Required

Degree Requirements

Option I: Coursework and Major Research Paper [36 credits]

- The required courses for Criminal Law and Procedure [18 credits];
- 12 additional credits of coursework, at least 6 of which must be courses from the Criminal Law and Procedure-related electives;
- A Major Research Paper (70 pages) in the Criminal Law and Procedure field [6 credits]; and
- Advanced Legal Research Workshop. Please note that this will not count towards the 36 credits required to complete the degree.

Option II: Coursework Only [36 credits]

- The required courses for Criminal Law and Procedure [18 credits];
- 18 additional credits of coursework, at least 12 of which must be courses from the Criminal Law and Procedure-related electives; and
- A Significant Research Paper (30 pages) as a means of evaluation for one of the Criminal Law and Procedure required courses or related electives.

The Advanced Legal Research Workshop is not required for students writing a Significant Research Paper but is strongly recommended in order for students to review writing and research skills.

DISPUTE RESOLUTION

Required Course(s)

Code	Title	Weight
6308P	Major Research Paper: Dispute Resolution	6
6301	The Theory and Practice of Dispute Resolution	6
6300P	Introduction to Dispute Resolution	6

Degree Requirements

Option 1: Coursework and Major Research Paper [36 credits]

- The required courses for Dispute Resolution [12 credits];
- Additional 18 credits of elective courses from within the DR specialization
- A Major Research Paper [6 credits]; and
- Advanced Legal Research Workshop. Please note that this will not count towards the 36 credits required to complete the degree.

Option II: Coursework Only [36 credits]

- The required courses for Dispute Resolution [12 credits];
- Additional 24 credits of elective courses, at least 18 of which must be from within the DR specialization
- A Significant Research Paper (30 pages) as a means of evaluation for one of the Business Law required courses or related electives.

ENERGY & INFRASTRUCTURE LAW

Core Courses

Code	Title	Weight	Status
6727P	Aboriginal Communities and Resource Development	3	Core
6573	Energy and Infrastructure Innovation: Law and Policy	3	Core
6566P	Infrastructure Development and Finance	6	Core
6566	Power Purchase Agreements	3	Core
6565P	Comparative Approaches to Energy Development	3	Core
6565	Transportation in Canada	3	Core
6564	Urban Infrastructure Planning & Regulation	6	Core
6563	Demand Side Management: Policy and Regulation	6	Core
6562	Changing Paradigms in Energy Regulation	6	Core
6561	Regulatory Theory	6	Core
6560	Public Utility Law	6	Core

Degree Requirements

Option I: Coursework and Major Research Paper [36 credits]

- 18 credits from the core course offerings;
- 12 additional credits of coursework, at least 6 of which must be from the core courses or Energy and Infrastructure Law-related electives;
- A Major Research Paper (70 pages) in the Energy and Infrastructure Law field [6 credits]; and
- Advanced Legal Research Workshop. Please note that this will not count towards the 36 credits required to complete the degree.

Option II: Coursework Only [36 credits]

- 18 credits from the core course offerings;
- 18 additional credits of coursework, at least 12 of which must be from the core courses or Energy and Infrastructure Law-related electives; and
- A Significant Research Paper (30 pages) as a means of evaluation for one of the Energy and Infrastructure core courses.

The Advanced Legal Research Workshop is not required for students writing a Significant Research Paper but is strongly recommended in order for students to review writing and research skills.

FAMILY LAW

Required Course(s)

Code	Title	Weight	Required
6121P	Family Law: Themes, Theories, Controversies and Context	6	Required

Degree Requirements

Option I: Coursework and Major Research Paper [36 credits]

- The required course for Family Law [6 credits];

- 24 additional credits of coursework, at least 18 of which must be from the Family Law specialization;
- A Major Research Paper (70 pages) in the Family Law field [6 credits]; and
- Advanced Legal Research Workshop. Please note that this will not count towards the 36 credits required to complete the degree.

Option II: Coursework Only [36 credits]

- The required course for Family Law [6 credits];
- 30 additional credits of coursework, at least 24 of which must be courses from the Family Law specialization; and
- A Significant Research Paper (30 pages) as a means of evaluation for one of the courses in the Family Law specialization.

The Advanced Legal Research Workshop is not required for students writing a Significant Research Paper but is strongly recommended in order for students to review writing and research skills.

HEALTH LAW

Required Course(s)

Code	Title	Weight	Required?
6861P	The Canadian Health Care System: Bioethics and the Law	3	Required
6860P	The Canadian Health Care System: Legal Frameworks	3	Required

Degree Requirements

Option I: Coursework and Major Research Paper [36 credits]

- The required courses for Health Law [6 credits];
- 24 additional credits of coursework, at least 18 of which must be courses from the Health Law specialization;
- A Major Research Paper (70 pages) in the Health Law field [6 credits]; and
- Advanced Legal Research Workshop. Please note that this will not count towards the 36 credits required to complete the degree.

Option II: Coursework Only [36 credits]

- The required courses for Health Law [6 credits];
- 30 additional credits of coursework, at least 24 of which must be courses from the Health Law specialization; and
- A Significant Research Paper (30 pages) as a means of evaluation for one of the courses in the Health Law specialization.

The Advanced Legal Research Workshop is not required for students writing a Significant Research Paper but is strongly recommended in order for students to review writing and research skills.

INTELLECTUAL PROPERTY LAW

Required and Core Courses

Code	Title	Weight	Required?
6750	Introduction to Intellectual Property: Theoretical Frameworks	3	Required
6754P	Patent Law	6	Core
6753P	Copyright Law	6	Core
6751	Trade-Mark Law	3	Core

Degree Requirements

Option I: Coursework and Major Research Paper [36 credits]

- The required course in Intellectual Property Law [3 credits];
- At least 9.0 credits of Intellectual Property Law core courses
- 18 additional credits of coursework, at least 6 of which must be courses in the Intellectual Property Law specialization;
- A Major Research Paper (70 pages) in the Intellectual Property Law field [6 credits]; and
- Advanced Legal Research Workshop. Please note that this will not count towards the 36 credits required to complete the degree.

Option II: Coursework Only [36 credits]

- The required course in Intellectual Property Law [3 credits];
- At least 9.0 credits of Intellectual Property Law core courses
- 24 additional credits of coursework, at least 12 of which must be courses in the Intellectual Property Law specialization; and
- A Significant Research Paper (30 pages) as the means of evaluation for one of the above Intellectual Property courses

The Advanced Legal Research Workshop is not required for students writing a Significant Research Paper but is strongly recommended in order for students to review writing and research skills.

LABOUR RELATIONS & EMPLOYMENT LAW

Required Courses

Code	Title	Weight	Required?
6805 P	Theories and Perspectives in Labour & Employment Law	3	Required

Degree Requirements

The degree requirements will be satisfied upon the completion of 36 credits. The 36 credits can be obtained by either coursework or a blend of coursework and a Major Research Paper (70 pages). Students who elect to do the degree by coursework only must write a Significant Research Paper (30 pages) as the means of evaluation in one of the courses within the specialization.

SECURITIES LAW

Required Course

Code	Title	Weight	Required?
6746	Foundations of Securities Regulation: Theories and Concepts	6	Required

Degree Requirements

Option I: Coursework and Major Research Paper [36 credits]

- The required course in Securities Law [6 credits];
- 24 additional credits of coursework, at least 18 of which must be from the Securities Law elective courses;
- A Major Research Paper (70 pages) in the securities Law field [6 credits]; and
- Advanced Legal Research Workshop. Please note that this will not count towards the 36 credits required to complete the degree.

Option II: Coursework Only [36 credits]

- The required course in Securities Law [6 credits];
- 30 additional credits of coursework, at least 24 of which must be from the Securities Law elective courses; and
- A Significant Research Paper (30 pages) as the means of evaluation for one of the Securities Law courses.

The Advanced Legal Research Workshop is not required for students writing a Significant Research Paper but is strongly recommended in order for students to review writing and research skills.

TAX LAW

Courses

Code	Title	Weight	Required?
6100P	Tax Policy, Statutory Interpretation and the Foundations of the Taxation of Individuals	6	Required

Degree Requirements

Option I: Coursework and Major Research Paper [36 credits]

- The required course for Tax Law [6 credits];
- 24 additional credits of coursework, at least 18 of which must be from the Tax Law specialization;
- A Major Research Paper (70 pages) in the tax law field [6 credits]; and
- Advanced Legal Research Workshop. Please note that this will not count towards the 36 credits required to complete the degree.

Option II: Coursework only [36 credits]

- The required course for Tax Law [6 credits];
- 30 additional credits of coursework, at least 24 of which must be courses from the Tax Law specialization; and
- A Significant Research Paper (30 pages) as a means of evaluation for one of the courses in the Tax Law specialization.

The Advanced Legal Research Workshop is not required for students writing a Significant Research Paper but is strongly recommended in order for students to review writing and research skills.

Questions

If you have any questions about the information in this handbook please contact your Graduate Program Assistant:

Deirdre Hussey 416-597-9735 dhussey@osgoode.yorku.ca	<ul style="list-style-type: none">• Dispute Resolution• Business Law• Civil Litigation & Dispute Resolution• Constitutional Law• Energy and Infrastructure• Family Law• Intellectual Property Law
Maxine Malcolm 416-597-9728 mmalcolm@osgoode.yorku.ca	<ul style="list-style-type: none">• Administrative Law• Banking and Financial Services Law• Bankruptcy and Insolvency Law• Criminal Law and Procedure• General Law (Part-time)• Health Law• Labour Relations and Employment Law• Securities Law• Tax Law (Part-time)

Appendix I - Academic Policies

Assignment Submissions & Course Extensions

OsgoodePD is committed to promoting academic success and ensuring that students' academic records ultimately reflect their academic abilities and accomplishments.

Students are expected to submit assessments on or before the assigned due dates. However, we recognize that exceptional and unexpected events or illnesses might impair your ability to meet coursework submission deadlines.

These procedures are subject to any necessary modifications required for students who have a letter of accommodation from Counselling and Disability Services.

The overarching principle for course extensions or exam deferrals is that they are based on exceptional and/or unexpected circumstances (for example, medical or mental health grounds, death in the family, unforeseen commitments, other extenuating circumstances beyond the student's control). Typically, workload reasons are not considered to be exceptional circumstances.

Grace Period for Major Assessments

A Major Assessment is defined as a single assessment that constitutes the majority of the basis for a course grade. Unless otherwise noted on the course outline, most courses with a single assessment worth at least 51% of the final grade automatically grant a two-week grace period after the deadline to submit that assessment. You do not have to specifically request this extension. Simply submit your work via Moodle as you normally would within two weeks of the assessment's deadline.

Although there is no academic penalty for making use of the grace period, receipt of your final grade may be delayed. If this is your final course in the program, you are encouraged to speak with your Graduate Program Assistant before making use of the grace period.

The two-week grace period does not apply to any assessment worth less than 51% of the final grade of a course, and does not apply to exams of any sort (invigilated or take-home). It is your responsibility to carefully review the course outline for each course to determine whether a grace period applies to an assessment.

Requests for Extension Beyond the Grace Period or Assessment Deadline

In exceptional circumstances, an extension beyond the due date of an assessment, or the grace period of a Major Assessment (as defined above), may be required. You may request an extension using the [Student Academic Request Form](#). This request must be made before the due date of the assessment (or the end of the grace period, if applicable).

All extension requests are made through the [Student Academic Request Form](#). To ensure consistency and fairness across specializations, extensions are granted at the discretion of the program, not by individual instructors. The program will review extension requests weekly up until the business day after the assessment deadline (or end of the grace period, if applicable).

Extensions beyond the assessment deadline (or end of the grace period, if applicable) will be granted on a case-by-case basis. Extension deadlines will be considered final deadlines -- if work is not submitted by the approved extension deadline, the non-submission policy below will apply.

Deferrals, Due Dates, and Extensions for Exam-Based Courses

In courses where the primary method of evaluation is an invigilated or take-home exam, the program must ensure the integrity of the exam and therefore extensions will be limited.

Before the release date of a take-home exam or the date of an invigilated exam, you may request a deferral of the exam using the [Student Academic Request Form](#).

Grounds for a deferral include compassionate, medical, or equitable grounds. Deferral periods for exams will typically be as short as reasonably possible and in no circumstances will a deferral be granted for longer than 60 days from the original exam date.

After a take-home exam becomes available on your course webpage, you may request an extension of time to submit the exam. Extensions for take home exams will be as short as is reasonable to address the circumstances - usually a few days at most.

Deferral requests will be reviewed weekly throughout the course and then once per business day in the week leading up to the exam date. Extension requests will be reviewed weekly throughout the course and then once per business day during a take-home exam period.

Blank Grades / Non-Submissions

If you do not appear for an exam or submit work for a course and you have not requested a course withdrawal or extension/deferral, we will assume that you are unable to complete the work for the course. If the outstanding work is worth 30% or less of the final grade for a course, you will be awarded no marks for that portion of the course work (i.e. a value of '0' will be recorded for that portion of your overall grade). If the outstanding work is worth more than 30% of the final grade for a course, a grade of "W" (to indicate late withdrawal) will be posted.

Grade Reappraisals

Grade reappraisals are governed by the Faculty of Graduate Studies policy. You can review the full policy here: <http://gradstudies.yorku.ca/current-students/regulations/courses-grading/#reappraisals>

The policy provides for grade reappraisals on "sufficient academic grounds". A student must describe the academic grounds in the request. Academic grounds may include the following:

- The instructor has made an error in allocating marks to your work.
- The instructor has marked the work in a way that does not correspond to the instructions for completing the work or the marking rubric (if applicable).
- The course work or the way in which it was evaluated was beyond the parameters of the course outline, course materials, and/or class lectures and discussions.

The following are examples of non-academic grounds. These do not qualify for a grade reappraisal:

- Compassionate, medical, or other factors affected your performance in the course.
- You have a strong record of academic performance in other courses or programs.

Students who receive 'F' grades as a result of non-academic circumstances may seek remediation through OsgoodePD's grade remediation policy below, or may wish to consider petitioning the Faculty of Graduate Studies for a late withdrawal from the course.

Academic Standing - Remediation of Low Grades

Graduate students at York are expected to achieve 'B' or better grades in order to maintain good academic standing (see the academic standing policy at <http://gradstudies.yorku.ca/current-%20students/regulations/courses-grading/#academic>).

Students who receive a 'C' grade are encouraged to seek further feedback on their performance from the course instructor so that they may improve their results in future courses. Students who have concerns about their academic performance may book an academic counselling appointment with a program representative. The program may also specifically refer students who are having academic difficulty to supports available in the program or at the university.

Students who receive a final grade of 'F' in a course may submit a request for an opportunity to remediate the grade to a 'C' level by doing supplementary work or redoing all or part of the course work. The following rules apply to a remediation request:

- You must submit the request within 10 business days after grade release.
- You must make the request through the [Student Academic Request Form](#).
- You must provide grounds that (a) are based on facts that you did not know before the course work was submitted, and/or (b) demonstrate that you could not reasonably have prevented your poor performance before submitting the work by, for example, asking for a late withdrawal from the course, an exam deferral, or an extension.

The program retains sole discretion to decide whether to grant a remediation request and will consider factors such as (a) whether the instructor is available to set and grade a remedial assessment, (b) whether the grounds raised by the student are compelling and supported by any relevant documentation,

(c) by how great a margin the student's course work fell below a passing grade, and (d) whether the instructor or the program has concerns about academic honesty in connection with the work.

The program will deliver a response to your request within 10 business days.

If remediation is granted, you will be given a short time to complete the work, typically between 48 hours and two weeks. No extensions on the remediation period will be granted. If you do not submit the work within the time period provided, your final grade will remain an 'F'.

Grade remediation is not offered in any other circumstances.