STUDENT SERVICES

Academic Support

Juris Doctor Degree Program

The Academic Support Department provides advice regarding Trinity Law School expectations as well as strategic resources to equip students for success in law school and on the California Bar Exam. Before the first semester begins, JD students attend a highly coordinated New Student Orientation that extends into the first semester with workshops covering fundamental skills such as case briefing, outlining, and exam preparation.

On Course is Trinity Law School's formal Academic Support Program, which prepares students for every subject areas and testing methods on the California Bar Exam. Through On Course, students receive invitations to meet one-on-one with a faculty member or an attorney staff member at five strategic times throughout a student's program. Academic Support and On Course are introduced during New Student Orientation, and all On Course workshops, diagnostics, and advisements are mapped on the student's personalized Academic Plan. This ensures that Trinity Law School students get the best value from their education with opportunities to master the skills needed for success and to become equipped to take the California Bar Exam. Academic advising is also available to JD students upon request.

Master of Legal Studies Degree Program

MLS students are required to participate in a one-on-one orientation via Zoom prior to attending their first course. This personalized orientation prepares MLS students for success by highlighting the course and program expectations, discussing the technology requirements, explaining the best practices for submitting assignments, and navigating the online environment. Individual advising is also available upon request. Additionally, MLS students have access to Brainfuse tutoring.

Campus Facilities

The campus is open Monday - Thursday, 8:00 a.m. -10:30 p.m., Friday, 8:00 a.m.- 5:00 p.m., and select Saturdays for extended hours during Midterm and Final Exams.

Instructional Facilities

Each physical classroom at Trinity Law School is provisioned with a variety of technology tools to help support teaching and learning, including document cameras, data projectors, media players, and classroom controls.

Online instruction is conducted using the Canvas platform for assignment submissions and Zoom meetings for Live Sessions.

Library and Information Center

The Trinity Law School Library is compliant with all hard copy, electronic content, and access requirements set forth in the California Accredited Law School Rules and Guidelines. In order to serve the teaching and research goals of Trinity Law School, the library includes a physical library containing secondary resources that are not otherwise available online. Students may access these resources during business hours but they do not circulate.

In conjunction with the Trinity International University Rolfing Library, the Trinity Law School Library subscribes to various academic and legal databases as well as research tools. Students in the JD and MLS programs are provided access instructions so they can complete their respective assignments.

The library's databases include but are not limited to Attorney General Opinions, California Law Review Commission Reports, Guide to Law Online: Library of Congress, HeinOnline, LexisNexis, Library of Law and Liberty, Thomson Reuters Westlaw, and West Academic Study Aids.

Student Housing

Students need to secure suitable housing, transportation, and utilities so that these issues do not become an impediment to academic success. Trinity Law School does not provide on-campus housing and has no dormitory facilities under its control. However, there are several apartment complexes with one-, two-, or three-bedroom units located near campus offering a range of rental rates, leasing, and amenities options. Please contact the Admission's Office for a list of local apartments within two miles. The median monthly rental cost for a one-bedroom rental within two miles of the school is $2,490.

TLS has no responsibility to find or assist a student in finding housing.

Students with Disabilities

Disability Services

Disability Services ensures equal access to Trinity International University's programs and services for qualified students with disabilities. A qualified student with a disability is a student with a disability who meets the academic and technical standards required for admission into or participation in the University's education programs and services. As defined in the Americans with Disabilities Act (ADA) and section 504 of the Rehabilitation Act of 1973, a person has a disability if he/she: Has a physical or mental impairment that substantially limits one or more major life activities of such individual, has a record of such an impairment, or is regarded as having such an impairment.

Registering with Disability Services is an interactive process that involves the student self-report, and the ADA consultant's observation and interaction. Additionally, documentation will be requested from external sources (e.g., documentation from a qualified and licensed healthcare provider) to support the requested accommodations.

To begin the process, the student must complete and submit the Accommodations Request Application form through the TLS Portal. The student must submit any current documentation that is related to the impairment, condition, and/or disability that the student may have, and that the student thinks is appropriate to help support the accommodation request. Once the application is completed, including external documentation related to the impairment, condition, and/or disability, the ADA consultant will schedule a virtual meeting. During the virtual meeting, the student has the opportunity to express the functional limitation of his/her disability, and how it impacts the student in the academic setting. Once an agreed upon list of accommodations is completed, the student receives a decision letter stating the approved accommodation from the ADA consultant. The Registrar's Office will then coordinate the approved accommodation, which can take up to 7-10 business days.

Documentation

Disability Services collaborates with students to provide reasonable accommodations that are individualized and based on current documentation, current functional limitations, and a collaborative assessment of needs. Criteria for the source, scope, and content of documentation varies with each individual situation. Helpful information

may include medical documentation, evaluations (e.g., psychological, psychoeducational, neuropsychological, educational), or a detailed assessment from a diagnosing/treating healthcare provider. Students may elect to use the form provided by Trinity Law School; however, it is not required should the provider have an alternative means to document the disability.

Time length

Accommodations are renewed twice a year – once for fall semester and once for the spring semester and summer session. Students who have previously received accommodations will be notified to renew them with or without changes. It is the student's responsibility to complete the renewal form to begin the request for accommodations and to be contacted by the ADA consultant. Once the renewal form is completed, a virtual appointment will be made with the ADA consultant to discuss the accommodations requested, make amendments to the accommodations, or leave them as previously written. Students must understand that accommodations are not retroactive and will be implemented by the Registrar's Office within 7-10 business days of the approved request. Additionally, the ADA consultant may require additional or updated documentation based on the requested accommodation or the nature of the disability.

Grievance Procedure

Students with disabilities who have met with the ADA consultant and are not satisfied with their approved accommodation(s) may file an appeal by emailing the Registrar's Office. Students will be required to state the purpose of their appeal, submit their approved accommodations (decision letter), and include what accommodations were denied along with an explicit explanation of the reasons for requesting the denied accommodations. A panel of administrators will approve or deny the accommodation request and submit its determination to the student within 10 business days.