Welcome to Faculty of Law

Course Information Session – VTAC Round 1 Students
28 January, 2015
FACULTY OF LAW

- Student administrative matters – Ms Shufen Lin, Manager, Undergraduate Student Services
- LAW1101 Introduction to Legal Reasoning - Mr Ross Hyams, Chief Examiner
- Welcome from Law Students’ Society – Miss Estelle Sarra, LSS Representative
- Peer Mentoring Program – Mr Ben Holding, Peer Mentor Coordinator
STUDENT ADMINISTRATIVE MATTERS

- Important enrolment dates
- Course structure and course map
- Student responsibilities
- Orientation
- Legi Book
- Library essential programs
- Completing your enrolment
FACULTY STUDENT SERVICES OFFICE

• **Location:**
  – Level 1, 15 Ancora Imparo Way

• **Opening Hours:**
  – Mon, Tue, Thur & Fri: 8:45 – 4:00
  – Wed: 10:30 – 4:00

• **Phone:** 1800 666 274

• **Submit on-line inquiry:** ask.monash.edu

• **Course Advice:** book [on-line](#)
KEY DATES (Page 3 – Enrolment booklet)

Enrolment variation dates:
• Add unit: Sem 1 - 13 Mar, Sem 2 - 7 Aug
• Drop unit: Sem 1 – 31 Mar, Sem 2 – 24 Aug (25–31 Aug no charge bot WDN - Update the booklet)
• Drop unit without failure (WD on academic transcript):
  Sem 1: 1 Apr – 4 May,
  Sem 2: 25 Aug (Update the booklet) – 28 Sep
• Drop unit with failure (WN on academic transcript):
  Sem 1: 5 May – 29 May, Sem 2: 29 Sep – 23 Oct

Examination periods:
• Sem 1: 8 Jun – 26 Jun
• Sem 2: 2 Nov – 20 Nov
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The Bachelor of Laws (Honours) (LLB(Hons)) consists of either 156 (double degree) or 204 (single degree) credit points of study.
Compulsory units

To complete an LLB, you must complete the following 17 compulsory units:

- LAW1111 Foundations of law
- LAW1112 Public law and statutory interpretation
- LAW1113 Torts
- LAW1114 Criminal law 1
- LAW2101 Contract A
- LAW2102 Contract B
- LAW2111 Constitutional law
- LAW2112 Property A
- LAW3111 Equity
- LAW3112 Corporations law
- LAW3402 Property B
- LAW4170 Trusts
- LAW4303 Litigation and dispute resolution
- LAW4309 Lawyers' ethics in practice
- LAW4323 Evidence
- LAW4331 Administrative law
- LAW4332 Criminal law and procedure 2
Law electives

- All LLB (Hons) students must complete one commercial law and one research project electives.
- Double degree: 7 other electives.
- Single degree: 13 other electives
- Full list is available on the Handbook
- Students who intend to apply for admissions to Malaysian Bar must complete one Constitutional law elective.
COURSE MAP (Page 12 – 24)

• Course map provides information about minimum degree requirements.
• Detailed course requirements are also available in the Undergraduate Handbook.
• Double degrees: who to contact for course enquiries

It is your responsibility to ensure you are aware of your degree rules and meet all of the requirements.
Example: L3003 LLB(Hons)/BA (Page 19)

Semester 1, Year 1 of LLB (Hons) component
- LAW1111 Foundations of law
- LAW1114 Criminal law 1

Semester 2
- LAW1112 Public law and statutory interpretation
- LAW1113 Torts

Arts component: 24 points, keeping in mind degree requirements of:
- (a.) an arts major (48 points)
- (b.) an arts minor in a different area of study (24 points)
- (c.) 4 other arts electives
Semester 1, Year 1 of LLB (Hons) component
• LAW1111 Foundations of law
• LAW1114 Criminal law 1

Semester 2
• LAW1112 Public law and statutory interpretation
• LAW1113 Torts

Commerce component: 24 points, keeping in mind degree requirements of:
• (i) five compulsory units (30 points)
• (ii) 8 units of minor (48 points)
• (iii) 3 electives
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STUDENT RESPONSIBILITIES

• Enrolment variation dates
• Other dates specific to law units: check the Law web site
• Read all correspondence carefully and respond by required dates:
  – Read student emails 3-4 times per week
  – Ensure postal address is always correct.
• Re-enrolment in September/October: enrol in units covering the whole year

Retain enrolment records and documentation (including WES transaction numbers).
STUDENT RESPONSIBILITIES (continued)

- **Attend classes!** The LLB and related double degrees are not distance education courses.

- **Be aware of examination period** and attend examinations! DO NOT schedule holidays, clerkships, volunteering, social events during the examination periods.

- **Inform Student Services staff** immediately of problems that may impact your enrolment or ability to study – the earlier we are advised the more we will be able to do to help.
STUDENT RESPONSIBILITIES (continued)

**Admission to practice**
Disciplinary reports to be provided to Board of Examiners of the Supreme Court:

(1) a report from the university disclosing any disciplinary action taken against the student during the course (including any finding under the University Discipline Statute that the student has cheated in an assessment); and

(2) an affidavit stating that the applicant has made full written disclosure of "every matter which a reasonable applicant would consider that the Board of Examiners might regard as not being favourable to the applicant". This may include an incident of academic or general misconduct, even if it did not lead to disciplinary action.
SOURCES OF INFORMATION ABOUT STUDENT RIGHTS AND RESPONSIBILITIES

Useful resources:

- Undergraduate Handbooks for course information
- Faculty web sites
- University web sites
- Student emails
- Student Services staff
- University notice boards
- HECS-HELP and FEE-HELP booklets
Law Orientation (Page 5)
Date: Monday 23rd February
Time: 9:00 am
Venue: Robert Blackwood Hall
• ‘Peermentorientation’
• Law Library Tours
• Law Students’ Society (LSS) BBQ
• Cocktail evening
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**Legi Book**
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LEGIBOOK – LAW BOOK CO-OPERATIVE

• Located in the Law Faculty Basement
• Membership $10 – once only payment
• Discount on texts books – 20% off
• Provides all law texts, cases and materials, legislation
• Complete membership after information session (Page 9)
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- **Library essential programs**
- Completing your enrolment
Law Library Essentials program
(Page 47-48 ILR materials)

- The following classes will get you off to a flying start –
  
  - **Case Chase** – 30 minute activity in the Law Library to find cases discussed within Foundations of Law and Criminal Law. O Week and Week 1, times in the program & Orientation ePlanner - no bookings required.

  - **Spotlight on Library Resources** within Week 1 lectures

  - **Argument Development** within Week 2 lectures. To help with your first written assignment.

  - **Research Skills workshops** online and face to face. Refer to the full program for details. You must enrol via Allocate+
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COMPLETING YOUR ENROLMENT

By today, you should have:

• Checked your course map regarding requirements for your Law course.

• Checked the prerequisite and/or sequence requirements for units as required (using the online *Undergraduate Handbook*)

• Determined the units you are enrolling in

• Completed your enrolment on-line (Page 7)

• Choose your steams on Allocate+
Allocate + (Page 12)

- Online system to register your timetable preferences
- Only allocate the Sem 1 units
- Click on My Allocations button to view your allocations.
- Preference entry closes **19 Feb 5pm** and reopens on **24 Feb 10am**
COMPLETING YOUR ON-LINE ENROLMENT TASKS (Page 7)

• Computer lab: Room 110, Law Library, Building 12
• Complete Enrolment Questionnaire – record your transaction no.
• Enrol into Sem 1 and Sem 2 units – record your transaction no.
COLLECTING YOUR STUDENT CARD

• Go to Monash Connect (Building 10) and present:
  – VTAC Offer Letter
  – Monash ID number
  – Enrolment Questionnaire transaction number (this begins with a Q)
  – CSP HECS-HELP form transaction number (this begins with a C)
  – Unit enrolment transaction number (this begins with a U)
  – Photo ID (e.g. passport, drivers licence)
Any questions?
Good Luck!

- Study hard
- Attend ALL classes
- Make friends
- Seek assistance/help
- Have fun
- Enjoy!!!!
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