Message from the Dean

Dear Students,

Today you begin a new journey. There is no better place to experience that journey than here at UB where we will guide you and support you every step along the way. You will be challenged and you will work hard. But we will work hard alongside you. We are committed to your success.

While Orientation and the first few days of classes can sometimes feel a bit overwhelming, I hope that you will think of the law school as your friend and your partner. Be sure to reach out to any of us if you need assistance, encouragement, or simply an open ear.

I look forward to getting to know each of one of you.

Welcome to UB School of Law!

Best wishes,

Dean Aviva Abramovsky
Table of Contents

2. New Student Enrollment Checklist
4. Stay Up-to-Date
5. Financing Your Education
6. North Campus Map
7. Navigating the Campus
9. Getting Started with UBIT
10. 1Capen Services & UB Mobile
11. Frequently Asked Questions
12. Academic Calendar
13. Our Student Organizations
16. Spotlight on Orientation Week
New Student Enrollment Checklist

☐ ACTIVATE YOUR UBIT AND UBMAIL ACCOUNT

Once you have been assigned a Person Number and UBITName (user name), a message will be sent to your personal email with your one-time password. Activate your UBITName with your one-time password.

You will use your UBITName to log into a variety of campus services, including MyUB (the University’s web portal), HUB (class and academic portal), and your UB email account (buffalo.edu).

All official university and law school communications, including messages from professors, will be sent to your buffalo.edu email address. We recommend using your UBmail account for professional and academic purposes only and checking it often.

Former UB student? Can’t login? Contact the UBIT Help Desk: 716.645.3542

☐ SUBMIT IMMUNIZATION AND MENINGITIS RECORDS

All incoming students (undergraduate, graduate and professional) born on or after January 1, 1957 must:
- Provide proof of immunity against measles, mumps and rubella
- Receive information about meningococcal disease, and make an informed decision about whether or not to receive immunization against meningococcal disease.

The most common hold on student accounts is a result of failure to submit immunization records. For more information, call UB Health Services: 716-829-3316

☐ SUBMIT YOUR FINAL TRANSCRIPTS

All matriculated law students are required to send a final copy of their baccalaureate degree-noted transcript to the Law School Admission Council by July 15 via their LSAC.org account. Failure to submit your final, degree-noted transcript will prevent fall course registration and attendance at Orientation.

STOP BE SURE TO COMPLETE ALL OF THE ABOVE BEFORE MOVING ON!

If you will have completed all baccalaureate degree requirements, but your degree will not be conferred until after July 15, please notify the Office of Admissions at 716.645.2907 or by email at law-admissions@buffalo.edu immediately to request an extension.
Your UB Card is your official University at Buffalo ID. In early August, after your course schedule has been assigned by the Registrar, you will be eligible for a UB Card. The UB Card Office has two locations (1Capen on North Campus and Diefendorf on South Campus). Call in advance for hours of operation. To avoid long lines, we recommend obtaining your UB Card prior to law school orientation.

It is imperative to secure a UB parking permit for your vehicle prior to Orientation. You may do so after you have been registered for fall courses in early August by ordering it online through MyUB, or in person at 1Capen on UB’s North Campus.

All new graduate and professional students must complete the Sexual Assault Prevention course – which helps promote healthy behaviors and prevent sexual assault and relationship violence – before arriving at UB in August. You may take this course online as soon as you have been registered for courses (UBITName and password are required). Additional training will be provided during Orientation.

Have you completed this course in the past? If so, contact UB’s Health Promotion Office at 716.645.2837 to see if you are eligible for exemption.
Stay Up-to-Date

**CHECK HUB**
The HUB is the University at Buffalo’s online portal, where you can view your class schedule, pay UB ebills, view and accept financial aid, and check the status of holds on your account.

**CHECK YOUR EMAIL**
Once Orientation begins, check your email regularly for *The Docket*, our weekly e-newsletter, which is sent out every Monday morning to keep you apprised of events at the law school and in the local legal community.

**CHECK SIP (SCHOOL INFORMATION PORTAL)**
SIP is the law school’s online bulletin board where you can find program and event announcements and reminders. A weekly digest will be emailed to you every Thursday morning.

**GET CONNECTED**
Stay on top of what’s happening! Follow the law school on Facebook, Twitter, YouTube, and LinkedIn. Join your Class Facebook Group. As you start your classes, it will be active with posts from student organizations and law school administration with activity details and helpful hints.

**CHECK FOR ASSIGNMENTS**
- Before Orientation begins, you will receive assignments from your Legal, Analysis, Writing, & Research (LAWR) professors. They will be posted on the Accepted Students web page at the beginning of August.
- Watch for reading assignments! Some of your doctrinal faculty may also give you reading assignments that will be emailed to your buffalo.edu account before you begin classes on Monday, August 26.

**READ THE GARP**
Our General Academic Requirements, Policies & Code of Student Conduct (GARP) provide our students with critical information regarding curricular guidelines, academic integrity, and graduation requirements. New students are required to sign the GARP during Orientation. Review it **carefully** in advance.
Financing Your Education

Please review these answers to some of the most commonly asked questions and refer to your personalized “Financing Your JD at UB” summary mailed to you by the Admissions Office in your acceptance packet.

**AM I ELIGIBLE FOR FINANCIAL AID?**
U.S. Citizens and eligible noncitizens who complete the Free Application for Federal Student Aid (FAFSA) and maintain at least halftime enrollment (6 credits) are eligible for federal student aid.

**HOW MUCH CAN I BORROW?**
Graduate/professional school students can borrow up to $20,500 per year in Direct Unsubsidized Loans (unless your undergraduate loans exceed $138,500 or you are currently in default).

**WHAT ARE DIRECT UNSUBSIDIZED LOANS?**
Direct Unsubsidized Loans are made available for graduate/professional students. Students do not need to demonstrate financial need to be eligible for the loan.

**WHAT ARE GRADUATE DIRECT PLUS LOANS?**
Graduate Direct PLUS Loans are credit-based federal loans that graduate or professional students can use to help pay education expenses.

**ARE PRIVATE LOANS AN OPTION?**
If you are no longer eligible for a Direct Loan, a private loan can help close the financial gap between the cost of attendance and other forms of financial aid.

No need to wait! You can begin the FAFSA or speak with a financial aid advisor today.

Need a FSA ID? Visit fafsa.gov to create a new FSA ID
Already have your FSA ID? Log in to start completing your FAFSA today
Don’t forget UB’s Federal School Code: SUNY at Buffalo–002837
Learn more at financialaid.buffalo.edu/aid/loans.

International students are not eligible for federal financial assistance. However, international and domestic law students may be eligible for other types of aid such as university-based scholarships.
Are You Lost? Use **UBMobile app/Maps** to get around campus with interactive maps.
Navigating the Campus

**By Car**
- Display a UB parking permit from your review mirror. (Keep it displayed. Parking rules are strictly enforced.)
- Note which lots are student lots and which are faculty/staff lots.
- Arrive early – Parking lots fill up quickly, especially once UB classes are in session.
- Can’t find a spot? Park in the Center for Tomorrow near Maple Road and take a free shuttle to Flint Loop.
- Download the ParkMobile app to pay for metered parking on your phone. Or sign up at parkmobile.com.
- Traditional coin meters are also available for short-term parking.

**By Bus**
- UB Stampede is the University’s high-occupancy bus service for travel around and between the campuses. Each bus is handicap accessible and able to carry up to three bicycles. Student ID is required to ride.

**Shuttles**
- UB provides convenient shuttle service to class from campus housing, Park & Ride lots, designated shopping areas, and downtown buildings. In cold weather, wait for your bus or shuttle inside the heated shelter at Founders Plaza.

**UB’s Express Bus Home**
- Travel from campus to New York City, Albany, Syracuse, and Binghamton to get home for Thanksgiving, Winter, and Spring breaks and return to campus before classes resume.

**Parking tickets can cause holds on student accounts!**

**Don’t have a parking permit? Register at buffalo.edu/parking.**

VISIT LAW.BUFFALO.EDU/ACCEPTED FOR ADDITIONAL INFORMATION
**EV CHARGING STATIONS**
Have an electric vehicle? Get up to three hours of free charging on North Campus on Putnam Way or Coventry Road, and on South Campus at Diefendorf Loop.

**MORE QUESTIONS?**
- Visit [buffalo.edu/parking](http://buffalo.edu/parking) or call 716.645.3943.
- Stop by UB Parking Offices at 106 Spaulding Quad or 1Capen in Capen Hall.
- Follow UB Parking on Twitter @ubparking for the latest on parking lot and road conditions.

**ALTERNATIVE TRANSPORTATION**
There are plenty of alternate transportation options available at UB:
- Join BikeShare at UB for $15 a year.
- Zipcar’s annual membership is only $15, with rentals as low as $7.50/hour.
- Form a carpool by signing up at GoBuffaloNiagara.org.
Getting Started with UBIT

- **Register for your UBITName** at buffalo.edu/ubit/start
- **Password Resets**: Set your security questions and register your cell phone or non-UB email in order to reset your UBITName password anytime.

**GET FREE SOFTWARE**
Microsoft Office is available as a free download for UB students. Download anti-virus and firewall software to protect your devices and keep everyone safe on our network.

**CONNECT TO UB’S NETWORKS**
eduroam is UB’s encrypted Wi-Fi network for registered students. All others can connect as a guest to UB Connect.

**BRING TECH TO CAMPUS**
We recommend laptops for UB students; however, please respect professors’ individual policies on laptop use in classrooms.

**CHECK YOUR UBMAIL**
All official university communications, including messages from professors, will come to your buffalo.edu email address. We recommend using your UBmail account for professional and academic purposes only.

**PROTECT YOURSELF**
Not all emails or URLs are legit. When in doubt, check for a buffalo.edu extension. *UB will never ask you for your password!* Be safe and be cautious, and check with IT before responding to anything that doesn’t seem right.

**MORE QUESTIONS?**
- Visit buffalo.edu/ubit/get-help
  or call **716.645.3542**

---

**VISIT LAW.BUFFALO.EDU/ACCEPTED FOR ADDITIONAL INFORMATION**
1Capen Services

Offering streamlined essential student services in one convenient location, 1Capen is your destination for questions, answers and solutions for life on the UB campus. Located on the ground floor of Capen Hall – just steps from the School of Law in O’Brian Hall.

1CAPEN.BUFFALO.EDU
- UB Card
- Financial Aid
- Billing, Payments & Refunds
- Medical Insurance
- Parking – Permits & pay or appeal parking tickets
- ISS – International Student Services

UB Mobile

UB Mobile connects you to the UB tools you need – as a student – anywhere, anytime. Take UB with you wherever. Download the app today.

MOBILE.BUFFALO.EDU
- MyUB
- UB Learns
- UB Libraries
- Bus & Shuttle Transport
- UB Libraries
- Emergencies (like snow closings)
- Events & Athletics
- Places to Eat

MORE QUESTIONS?
Contact Amy Atkinson, Director of Student Life:
- 412 O’Brian Hall
- aatkins@buffalo.edu
Frequently Asked Questions

**WHERE ARE ALL THE BOOKS?**
Books and materials can be ordered at the University Bookstore, located on the North Campus or at bkstr.com/buffalo-northcampusstore. Useful resources are always available at our Charles B. Sears Law Library. The entrance is on the second floor of O’Brien Hall. Or browse our library resources at law.lib.buffalo.edu.

**WHERE DO I PUT MY STUFF?**
All law students are pre-assigned a locker at no charge. Your locker number and combination will be provided at Orientation.

**WHERE CAN I FIND ADVICE?**
All students are assigned a faculty advisor. Plan to meet with your advisor at least once a semester. Your advisor’s name and contact information will be provided during Orientation. For advice on jobs and internships, contact the Career Services Office (CSO).

**CAN I WORK ON CAMPUS?**
You can apply for on-campus employment on LOCK (School of Law’s online career management system), as well as Bullseye (UB’s online employment service). These tools make it easy for students to connect with employers – including students who demonstrate financial need and qualify for Federal Work-Study positions. International students (on an F-1 visa or, if Canadian, with an I-20) are permitted to work on campus part-time, but will need to obtain a Social Security card first. Human Resources, Rm. 317 O’Brien, can assist with paperwork.

**MORE QUESTIONS?**
Contact Bernadette Gargano, Vice Dean for Student Affairs:
- 314 O’Brien Hall
- gargano@buffalo.edu

What if I have accessibility or special needs? At least one month prior to the start of classes, students with documented disabilities should contact Melinda Saran, Vice Dean for Social Justice Initiatives: saran@buffalo.edu
# 2019-2020 Academic Calendar

## SUMMER 2019
- **Mon., July 29 – Fri., Aug. 23**: UB Jump Start Program Begins (if applicable)

## FALL 2019
- **Mon., Aug. 19 – Fri., Aug. 23**: First Year Orientation & LAWR Begins – Mandatory
- **Mon., Aug. 26**: All Classes Begin
- **Mon., Sept. 2**: No Classes – Labor Day
- **Mon., Sept. 23**: Block 1 Ends
- **Tues., Sept. 24**: Block 2 Begins
- **Mon., Oct. 14 – Fri., Oct. 18**: Study and Review Week – No Scheduled Classes*

 (*Students are required to be available during this week for academic and other obligations including meetings with 1L advisors, journals, clinics, practica, and other out-of-class sessions with professors.*

- **Mon., Oct. 28**: Block 2 Ends
- **Tues., Oct. 29**: Block 3 begins
- **Tues., Nov. 26**: Block 3 Ends – Last Day of Classes
- **Wed., Nov. 27 – Fri., Nov. 29**: Thanksgiving Break
- **Sat., Nov. 30 – Sun., Dec. 1**: Reading Days
- **Mon., Dec. 2 – Fri., Dec. 13**: Final Exams
- **Sat., Dec. 14**: Winter Recess Begins
- **Fri., Jan. 10**: Fall Grades Due

## BRIDGE 2020
- **Thurs., Jan. 2**: Block 4 Courses Begin – Upper Division Students
- **Tues., Jan. 7**: LAWR II Begins – First year students to report
- **Mon., Jan. 20**: Martin Luther King, Jr. Day – No Classes
- **Wed., Jan. 29**: Last Day of Bridge/Block 4 ends
- **Thurs., Jan. 31**: Reading Day
- **Fri., Feb. 1**: Bridge Exams; LAWR II continues for first-year students

Access your Fall 2019 Course Schedule via HUB (UB’s online student portal).
Welcome from Your Student Bar Association (SBA)

The Student Bar Association (SBA) is the elected body that represents student interests at the University at Buffalo School of Law. SBA serves as a channel for the student body and seeks to establish open communication channels and bonds amongst the student body with the administration, faculty and legal profession in the community.

SBA functions as an umbrella organization for many student clubs, academic journals, and moot courts. There are over 30 different student groups at UB School of Law.

Our goal is to ensure that you all become a part of the UB School of Law community both in and out of the classroom. At any time, feel free to reach out to any SBA Board member.

We look forward to meeting all of you as you become involved in life at UB School of Law.

Your SBA President,
Abisha Vijayashanthar '20

Student Organizations

(SUBJECT TO CHANGE)

- Alternative Dispute Resolution Society (ADR)
- American Constitution Society for Law and Policy (ACS)
- Black Law Students Association (BLSA)
- Buffalo Performing Arts Law Society (BPALS)
- Buffalo Public Interest Law Program (BPILP)
- Buffalo Sports and Entertainment Law Society (BSEL)
- Christian Legal Society (CLS)
- Domestic Violence Task Force (DVTF)
- Family and Children's Law Society (FCLS)
- Federalist Society
- Health Law Association
- International Law Students Assoc. (ILSA)
- Latin American Law Students Assoc. (LALSA)
- Outdoor Adventures Club
- OUTLaw
- Phi Alpha Delta
- Student Animal Legal Defense Fund (SALDF)
- Student Bar Association (SBA)
- Tortfeasors

Law Journals

- Buffalo Environmental Law Journal
- Buffalo Human Rights Law Review
- Buffalo Law Review

Moot Court Boards

- Buffalo Moot Court Board
- Thurgood Marshall Moot Court Board
- Jessup International Moot Court Board

Visit law.buffalo.edu/accepted for additional information
Law School Directory

**STUDENT AFFAIRS**
- Bernadette Gargano, Vice Dean
  - 314 O’Brian
  - gargano@buffalo.edu
  - General academic requirements, policies, and code of student conduct (GARP) inquiries
  - Course advising and academic planning
  - Supports student concerns about attendance, general wellness, physical/mental health, and accommodations

**ACADEMIC SUCCESS**
- Bill MacDonald, Director
  - 427 O’Brian
  - wmacdona@buffalo.edu
  - Provides academic support or counseling
  - Provides bar-related support

**STUDENT LIFE**
- Amy Hayes Atkinson, Director
  - 412 O’Brian
  - aatkins@buffalo.edu
  - Organizes co-curricular programs from Orientation to Commencement
  - Advises student groups, and assists with meetings, events, and facilities

**DIVERSITY, EQUITY AND INCLUSION**
- Tolulope Odunsi, Assistant Dean
  - 723 O’Brian
  - tfodunsi@buffalo.edu
  - Addresses student issues related to equity and inclusion
  - Develops equity and diversity programming
CAREER SERVICES OFFICE
- Lisa Patterson, Vice Dean
- 609 O’Brien
- lpatter@buffalo.edu
- Provides professional development support
- Aids in job procurement throughout law school years and post graduate

RECORDS & REGISTRATION AND FINANCIAL AID
- Sara Zeitler, Vice Dean
- 304 O’Brien
- szeitler@buffalo.edu
- Oversees enrollment, course schedule, and financial aid inquiries
- Administers final exams

IT & A/V
- Terry McCormack, Associate Director
- 2nd Floor Law Library
- law-IT-avservices@buffalo.edu
- Provides technical support for network connectivity, workstations, and printing

ALUMNI
- Ilene Fleischmann, Vice Dean
- 312 O’Brien
- fleisch@buffalo.edu
- Facilitates 1L Alumni Mentoring Program with Career Services
- Connects students with alumni through networking events
- Additional services with $10 paid membership in the Law Alumni Association

LAW LIBRARY
- Theo Belniak, Interim Director
- tbelniak@buffalo.edu
- Brian Detweiler, Student Support Librarian
- briandet@buffalo.edu
- 2nd Floor Law Library
- Provides research assistance and training
- Answers questions about library (noise, loanable items, databases, study spaces, etc.)

For a complete law school directory, visit: law.buffalo.edu/about/our-people
Spotlight on Orientation Week

AUGUST 19 THROUGH AUGUST 23, 2019

For a FULL SCHEDULE, including times, locations and details, visit the Orientation page on the law school website.

**MONDAY**
Welcome by Dean Aviva Abramovsky
Start of your LAWR classes
End your first day with the Library Social

**TUESDAY**
Downtown Court Trip
Hear from members of the judiciary while you visit several courts
Smile for your group class photo
Lunch on us and the New York State Bar Association

Keep this book handy throughout Orientation week.
**Welcome to UB School of Law!**

**WEDNESDAY**
Law Alumni Association welcomes you after your networking session with CSO! Individual professional photos taken

**THURSDAY**
Visit key departments and services on campus
Have a chance to win an iPad mini from Counsel Press

**FRIDAY**
Get in the mindset for success at UB School of Law
Celebratory lunch
SBA Welcome Event

**VISIT LAW.BUFFALO.EDU/ACCEPTED FOR ADDITIONAL INFORMATION**