Office of the Associate Dean Academic and Student Relations

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MEMORANDUM

To: All Law Students

From: Associate Dean Academic and Student Relations

RE DEFERRAL OF ASSIGNMENTS DURING OCIS, OFFICIAL ARTICLING/CLERKING INTERVIEW WEEKS AND LAW 365 MOOT COMPETITIONS

Conflicts between interviews, moot competitions and the submission of assignments happen every year. The Faculty has recognized that it is reasonable to accommodate this situation on a case by case basis. The general policy and practices in this regard are as follows:

- (1) Students who know that they will likely have an assignment due during these periods are expected to manage their studies so as to prepare for the fact they will be interviewing or mooting during the same general time-frame as the assignment is due.
- (2) Students must try to avoid or minimize timing conflicts to the extent possible. However, it is recognized that conflicts may be unavoidable.
- (3) If it is not possible to avoid conflicts, a student may request accommodation in accordance with the following principles:
 - (a) as soon as the student has confirmed interview or competition dates and knows that there will be a conflict on a specific date he or she should inform the Manager, Academic Administration and Student Services and make a specific written request for accommodation;
 - (b) the usual forms of accommodation that may be granted are ETHER permission to submit the assignment electronically, by the due date and timenow tdate and time

d) if a deferral is granted, the assignment must be submitted as soon as reasonably possible after the conflict period is over	