



# FIRST YEAR GUIDE

UVA SCHOOL OF LAW  
2023-24



# WELCOME MESSAGE

The first year of law school is exciting and full of unexpected challenges and new discoveries. You will be learning a new way of thinking about problems and a new way of expressing yourself in solving those problems.

This guide is meant as a brief introduction to the Law School, what to expect from your classes and opportunities to get involved. It also provides links to important information. You can find information regarding orientation [here](#).

As always, we are more than happy to answer any questions that you may have, and we hope that you will visit the Student Affairs Office when you get to town.

Make sure to follow us on Instagram - [@uvalawstudentaffairs](#) for updates, events, and programming!

Best,  
The Student Affairs Team



# OVERVIEW OF FIRST YEAR CALENDAR



Month	Major Events
August	Orientation
	Start of Classes
	Student Activity Fair
September	Dean's meetings with first-year sections begin (running through October)
October	Fall Break
	First-year Midterms
	Lottery for Elective Courses (Spring)
November	Thanksgiving
	Add/Drop period for Elective Courses (J-term/Spring)
December	Reading Period
	Exams
	Winter Break
January	January Term Classes
	Spring Semester Begins
February	SBA Elections
March	Journal Tryouts
	Spring Break
April	Reading Period
May	Exams

**This month-by-month calendar highlights key Law School events relevant to first years.**

Additional events can be found on the event calendar, our weekly newsletters, and through the Student Bar Association (“SBA”) event emails that send out on Mondays. All sources will have information about major events, speakers, student activities and opportunities for students.

In addition, important deadlines from the Law School will be communicated to you via email, so make sure you read your emails regularly. You should expect to get emails from Student Records (Dean Jason Dugas), Student Affairs (Dean Sarah Davies) and Financial Aid (Dean Matt Wakeman). You will also receive emails from the Office of Private Practice and the Public Service Center (Dean Kevin Donovan and Dean Leah Gould).

# CURRICULUM



## FIRST SEMESTER

In your first semester, you will take all of your courses with your law school section. The required courses in the first semester are:

- Criminal Law (3 credits)
- Civil Procedure (4 credits)
- Torts (4 credits)
- Contracts (4 credits)

One of these courses will be your “small section” class, and the course will be taught only to your section. Your section will be combined with one or more other sections for the other three classes. In addition to these four core classes, you will meet once a week with your section for your Legal Research and Writing class (1 credit). You will prepare several legal memoranda for this class over the course of the semester.

## SECOND SEMESTER

In your second semester, you will have combined-section classes for your required classes. Your required classes are:

- Constitutional Law (4 credits)
- Property (4 credits)

You will also be required to take the second semester of Legal Research and Writing (2 credits). In the Legal Research and Writing course, you will prepare an appellate brief and argue your brief in a moot court before a three judge panel.

In addition to these required 1L classes totaling 10 credits, you must take between 5-7 credits in electives. The Student Records Office will hold an information session in the late fall to give you an introduction to the process of selecting your courses for the spring semester.

First-year students are required to take 16 credits in the fall semester and between 15-17 credits in the spring semester. In your second and third years, you are required to have at least 12 credits per semester and not more than 17 credits per semester. You need 86 credits to graduate. For more information on graduation requirements, see the [Academic Policies](#).



# WHAT TO EXPECT IN CLASS



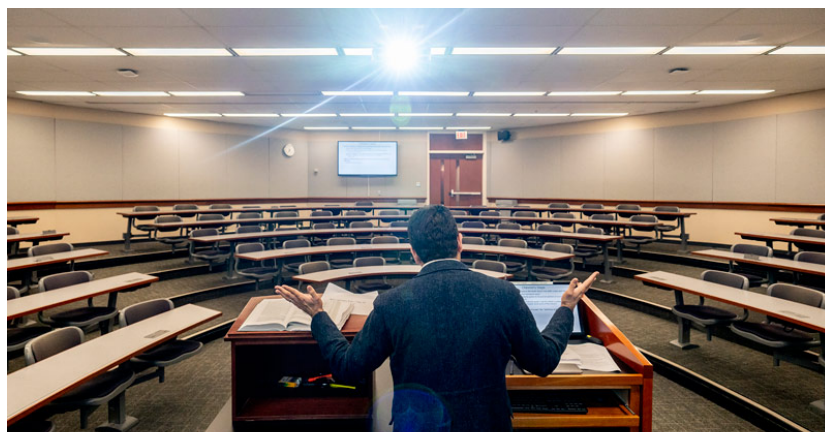
Entering first-year law students are usually anxious about what to expect in class. Some fear that they will be subjected to a stern and disapproving professor grilling them on the intricacies of a case. Some are anxious about speaking in front of other students. Some are worried that they will not know what to say in response to a professor's questions.

Hollywood has capitalized on these fears, and has portrayed law school as a painful and humiliating experience. If you haven't already seen *Paper Chase* or *Legally Blonde*, you might want to wait until after you finish your first semester. While amusing, and sometimes downright scary, these fictionalized renderings could not be further from the reality of what UVA Law students experience in the classroom.

The Law School's professors care about the quality of the learning experience, respect their students and enjoy their classes. Take a look at some of these videos of Law School classes to get an idea of what to expect:

- Anne Coughlin: <https://www.youtube.com/watch?v=In-swPraJPI>
- George Geis: [https://www.youtube.com/watch?v=L\\_tsPzj27-0](https://www.youtube.com/watch?v=L_tsPzj27-0)
- Risa Goluboff: [https://www.youtube.com/watch?v=Z\\_EK\\_gd-9h4](https://www.youtube.com/watch?v=Z_EK_gd-9h4)
- Alex Johnson: <https://www.youtube.com/watch?v=V5JpcfIVjlk>

As you can see, there is a lot of variation in the teaching styles of professors. You can expect that you will be asked to speak in class to describe cases that you have read, answer questions about the cases and address hypothetical issues that arise from the cases. You should also expect to ask questions in class when you need clarification. Speaking in class makes you more engaged in the learning process and will make your law school experience more enjoyable and fulfilling.



# TIPS FOR SUCCESS



There is no magic formula to guarantee success in law school, but there are a number of things you can do proactively to make your law school experience positive. Remember, the goal at the end of the day is to learn as much as possible, build the foundation of your professional network and find a job that will be rewarding and challenging to you.

Law school is a time to learn what it is like to be a lawyer. You are learning the doctrinal foundations that will be necessary for you in practice and you are learning to tackle problems in the way that lawyers do. You will also have opportunities to participate in practical skill building through practical skills courses, externships and clinics.

Check out this [article](#) (image below) on *5 Law School Tips for 1Ls*.

## **5 Law School Tips for 1Ls**

Professor Molly Shadel, Author of 'Finding Your Voice in Law School,' Shares Insights



# TIPS FOR SUCCESS



## TIME MANAGEMENT

A critical aspect of your success at law school will be your ability to manage your time. That is not to say that you need to be in the library studying from 6 a.m. to 11 p.m. every day. In fact, that sort of a schedule is unhealthy and likely to lead to increased anxiety and burn-out.

Consider approaching your law school career much as you would approach a job. In this regard, it is best if you:

- Write your schedule down and stick to it.
- Set a fixed schedule for week days. Get up and out of the house at the same time.
- Make sure you add time to eat and exercise in your schedule. Healthy eating and adequate exercise are important to keep you at your best and to reduce stress. If you find you are skipping meals or exercise, you should incorporate them into a schedule. It may be useful to have an exercise partner to keep you motivated, and to make plans to eat with others so that you are more likely to take some time to use your dining time as a time of relaxation and camaraderie too.
- Go to bed at a reasonable hour. It will not help you to study until 2 a.m. if you are exhausted the next day. You should be getting at least 7 hours of sleep every day, although people vary as to how much sleep they need. You should also not study past the point of diminishing returns. If you start to lose focus and effectiveness at 9 p.m., don't spend a lot of time studying after that time. You need to schedule studying at a time that maximizes your efforts.
- Work as needed on the weekends, but remember to schedule in fun time as well. You need time to relax and recharge.



# TIME MANAGEMENT



## SAMPLE SCHEDULE: 1L FALL

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7-7:30	Get Up/Breakfast	Get Up/Breakfast	Get Up/Breakfast	Get Up/Breakfast	Get Up/Breakfast	Flex	Flex
7:30-8	Flex	Review Reading Notes	Flex	Review Reading Notes	Flex	Flex	Flex
8-8:30	Read for Crim Law (T)	Review Reading Notes	Flex	Review Reading Notes	Review Reading Notes	Get Up/Breakfast	Get Up/Breakfast
8:30-9	Read for Crim Law (T)	Civ Pro	Read for Contracts (TH)	Civ Pro	Civ Pro	Flex	Flex
9-9:30	Read for Crim Law (T)	Civ Pro	Read for Contracts (TH)	Civ Pro	Civ Pro	Flex	Flex
9:30-10	Review Reading Notes	Civ Pro	Read for Contracts (TH)	Civ Pro	Civ Pro	Flex	Flex
10-10:30	Torts	Torts	Read for Contracts (TH)	Torts	LRW	Flex	Flex
10:30-11	Torts	Torts	Read for Contracts (TH)	Torts	LRW	Flex	Flex
11-11:30	Torts	Torts	LRW/Outline/Review	Torts	Review Class Notes	Flex	Flex
11:30-12	Review Class Notes	Review Class Notes	LRW/Outline/Review	Review Class Notes	Flex	Flex	Flex
12-12:30	Lunch	Review Class Notes	Lunch	Review Class Notes	Lunch	Lunch	Lunch
12:30-1	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
1-1:30	Read for Contracts (W)	Lunch	LRW/Outline/Review	Review Reading Notes	LRW/Outline/Review	Read for Torts (M)	Read for Civ Pro (T)
1:30-2	Read for Contracts (W)	Review Reading Notes	LRW/Outline/Review	Review Reading Notes	LRW/Outline/Review	Read for Torts (M)	Read for Civ Pro (T)
2-2:30	Read for Contracts (W)	Crim Law	LRW/Outline/Review	Crim Law	LRW/Outline/Review	Read for Torts (M)	Read for Civ Pro (T)
2:30-3	Read for Contracts (W)	Crim Law	LRW/Outline/Review	Crim Law	LRW/Outline/Review	Read for Torts (M)	Read for Civ Pro (T)
3-3:30	Review Reading Notes	Crim Law	Review Reading Notes	Crim Law	LRW/Outline/Review	Read for Torts (M)	Read for Civ Pro (T)
3:30-4	Contracts	Review Class Notes	Contracts	Contracts	LRW/Outline/Review	Read for Contracts (M)	Read for Torts (T)
4-4:30	Contracts	Read for Torts (TH)	Contracts	Contracts	LRW/Outline/Review	Read for Contracts (M)	Read for Torts (T)
4:30-5	Contracts	Read for Torts (TH)	Contracts	Contracts	LRW/Outline/Review	Read for Contracts (M)	Read for Torts (T)
5-5:30	Review Class Notes	Read for Torts (TH)	Review Class Notes	Review Class Notes	Flex	Read for Contracts (M)	Read for Torts (T)
5:30-6	Work out	Work out	Work Out	Work out	Flex	Read for Contracts (M)	Read for Torts (T)
6-6:30	Work out	Work out	Work Out	Work out	Flex	Flex	Flex
6:30-7	Dinner	Dinner	Dinner	Dinner	Flex	Flex	Flex
7-7:30	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner
7:30-8	Read for Civ Pro (TH)	Read for Torts (TH)	Read for Civ Pro (F)	LRW/Outline/Review	Dinner	Dinner	Dinner
8-8:30	Read for Civ Pro (TH)	Read for Torts (TH)	Read for Civ Pro (F)	LRW/Outline/Review	Flex	Flex	Flex
8:30-9	Read for Civ Pro (TH)	Read for Crim (TH)	Read for Civ Pro (F)	LRW/Outline/Review	Flex	Flex	Flex
9-9:30	Read for Civ Pro (TH)	Read for Crim (TH)	Read for Civ Pro (F)	LRW/Outline/Review	Flex	Flex	Flex
9:30-10	Read for Civ Pro (TH)	Read for Crim (TH)	Read for Civ Pro (F)	LRW/Outline/Review	Flex	Flex	Flex
10-10:30	Flex	Flex	Flex	Flex	Flex	Flex	Flex
10:30-11	Flex	Flex	Flex	Flex	Flex	Flex	Flex
11-11:30	Go to Bed	Go to Bed	Go to Bed	Go to Bed	Go to Bed	Go to Bed	Go to Bed

This is a sample schedule for 1L Fall (for one section). Each section has a different schedule. Yellow shows class time, green shows study/reading time, gray shows review time, and blue shows flexible time.

If at any point you would like academic support counseling and advising please reach out to Dean Davies or Director Megan Durkee.

# TIPS FOR SUCCESS



## CASE BRIEFS

A case brief is a summary of the important aspects of a case. When preparing a case brief, you need to identify the parties (who is the plaintiff and who is the defendant), the procedural posture of the case (at what point was the case decided and what is the appropriate standard of review), the holding of the case (the decision by the court), and the facts that support or undermine the holding.

Especially as a first-year law student, creating case briefs is a good way to make sure you are reading cases effectively and prepared for your classes. Do not be alarmed if it takes you longer than you expect to read a case, brief it and be ready to discuss it. As with all things, the more you do it, the easier and faster it will get for you.

## CLASS PARTICIPATION

Participation in class can sometimes feel daunting. You may be worried about speaking in front of others. You may be worried that you will get the answer wrong. You may just not be sufficiently prepared. Class participation, however, is crucial to your success as a law student, and you need to figure out a way to do it so that you will get the most out of your classes.

First and foremost, you need to be prepared for class in order to participate effectively. Read and brief the cases, ask yourself why your professor assigned the cases to you, and be able to discuss the rules set forth in the cases and the facts of those cases. Think critically about the cases you read and understand the facts of each case, the legal terms used and the legal rules involved before you get to class. While preparation alone will not eliminate all of your fears of speaking in class, it will go a long way to making you more comfortable.

As with most things, the more you speak in class, the more comfortable you will be speaking in class. It is okay to get the answer wrong sometimes. It is okay to have to work hard to understand what the professor is trying to get from you.

One way you might get comfortable with cold calls is by practicing speaking in class by asking questions. Asking questions allows you to have a little more control of the dialogue, but also gives you the experience of speaking in front of others. Of course, you need to be mindful that your questions are pertinent and that you do not monopolize the class.



# TIPS FOR SUCCESS



## NOTE-TAKING

Your note-taking strategies in law school may differ from the strategies you employed as an undergraduate. Taking “word for word” notes is generally not effective, and taking few notes but just relying on the reading materials is also not generally effective.

Although each person needs to develop his or her own strategy for what works best, the following strategies may prove useful:

- Be prepared: come to class with notes on your reading.
- Take notes on the dialogue that occurs in class – you need to be fully engaged.
- Take notes on the themes and key concepts – professors often highlight them for you.
- Take notes on things you don’t understand so that you can go back to work on those topics or speak to the professor during office hours.
- Review your notes after class so that you can make sure you understand the materials.
- In classes where laptops are permitted, think about whether handwritten notes will help you absorb and remember the material better.

## STUDY GROUPS

A study group is a great way to tease out issues that may be confusing to you, or help you identify trends and themes for a class, which is important for exam preparation. But, as with all things, the quality of the study group will depend on the commitment, preparation and level of participation by the members. Unfortunately, if you end up in an ineffective study group, you are more likely to waste time and get little benefit.

In order to have a strong study group, you should:

- Set expectations and stick to them (what are your expectations about attendance and preparation?)
- Set goals and reach them (how do you stay on topic?)
- Prepare (you need to make a commitment to be prepared) and
- Participate (you need to participate fully).

Study groups can be a useful tool, but remember that they do not take the place of individual preparation. And, if study groups are not your thing, please don’t worry about it. People study differently, and what works for one person may not work for another.

# TIPS FOR SUCCESS



## OUTLINES

Most law students think of outlines as an essential tool for taking exams. While an outline might help during an exam, the greatest value to an outline is as a study tool to help you learn the material. Many students report that they almost never look at their outlines during an actual exam. Indeed, the most valuable part of the outline during an actual exam is a short “attack” outline that serves just as a reminder on the topics of importance.

Because the process of creating the outline is what gives the outline value, it is generally a mistake to rely on outlines that have been prepared by others. Commercial outlines or outlines from outline banks are often helpful to supplement your study tools, but we do not recommend that you use them exclusively rather than outlining the material on your own.

You should also not spend an enormous amount of time making your outline perfectly formatted and lengthy. Focus on learning the material, not creating pretty documents.

For those students who do not like outlining, there are other ways to study the materials to understand themes and conceptual frameworks to prepare for exams. Outlining is a common way to tackle this task, but it is by no means the only way to master the materials.

Most first-year students start the outlining process around fall break.



# TIPS FOR SUCCESS



## LAW SCHOOL EXAMS

As a first-year, you will have one or more midterm exams in the fall semester and a final exam in each of your core courses.

For midterm exams, there is a great deal of variation. Some professors grade the midterms; some professors just use them as practice exercises. The purpose of the midterm is to allow you to understand what a law school exam is like and for you to get a preview of how your professors grade exams, and also to learn how to use EXPO (our on-line system for collecting all exams and final papers). You should study for and take a midterm as though it is a final so that you have a realistic view of how well you are doing, and where you need to improve. When you get your midterms back, you should speak to your professors about them so that you get the feedback that you will need to perform at your best on the finals.

Final exams are in December and late April to early May. All first-semester, first-year exams are “fixed” exams, meaning that you have to take them at a fixed date and time. In later semesters, you will have some or all of your exams as “flex” exams, meaning that you can plan when to take them in the exam period. Most first-year exams are 3 to 4 hours long. Professors have the discretion to determine what, if any, resources students may access during exams, so some exams will be open book and some will be closed book. All exams are taken on your laptop computer and are uploaded to EXPO upon completion.

You will get information about exams in advance of the exam period. If you are ready to look ahead now, check out more [here](#).





## GETTING INVOLVED AT UVA

Your classmates are the start of the professional network you will build throughout your career. While it may be tempting to spend all of your free time studying, such an approach is not healthy and is not wise. You need to get to know your classmates, spend time with them and find social activities that you enjoy.

Luckily, there are many opportunities at UVA to get involved and meet people. Many students play softball, and the North Grounds Softball League (“NGSL”), which organizes softball at the Law School, is an institution. NGSL also has an invitational softball tournament in the spring, and schools from across the country come to play in Charlottesville. Proceeds from the event are donated to charity.

If softball is not your thing, don’t worry. There are many student organizations that will give you an opportunity to meet people with similar interests, become involved in the Law School community and develop your leadership skills if you are so inclined. The list of student organizations can be found [here](#). Student organizations regularly sponsor activities, speakers and events, and are a vibrant part of our community. Upcoming events can be found on the Law School calendar on the website, and are usually also included in the SBA events newsletter sent out on Sunday/Monday.

There are also opportunities to be involved in student government. The SBA represents the student body and communicates its needs and concerns to the Law School administration. The SBA is also involved in planning community-wide events that have a positive impact on our Law School community. More information about the SBA can be found [here](#).

For the more academically inclined, the Law School has ten academic law journals. Try-outs for the journals takes place in the spring around the time of Spring Break. More information about journals can be found [here](#).

Some students get involved in activities and organizations on Main Grounds. A useful link to information can be found [here](#).



# ACADEMIC & CONDUCT POLICIES

There are a number of different academic and conduct policies that govern your time at the Law School.

You should read and familiarize yourself with the Law School's Academic Policies. These policies set the attendance requirements, degree requirements, grading system, exam policies, course management and other critical standards. The Academic Policies also include student conduct requirements, which are enforced by the Law School Academic and Professional Standards Committee. You are likewise subject to UVA's conduct regulations and policies, which can be found [here](#) and apply to all students.

As a UVA student, you are also bound to the honor code, which you can read about more [here](#). The Law School Representatives to the Honor Committee for 2023-24 are Daniel Elliot and MK O'Boyle. They are available for consultation during the school year if you have any honor-related concerns.

The Judiciary Committee is charged with enforcement of UVA's standards of conduct. Information about the Judiciary Committee can be found [here](#). The Law School Judiciary Committee Representative for 2023-24 is Abigail Ferrell. She is available for consultation during the school year if you have any concerns.

UVA has enacted a policy governing Sexual and Gender-Based Harassment and Other Forms of Interpersonal Violence, which can be found [here](#). Prohibited Conduct under the policy includes sexual assault, sexual exploitation, intimate partner violence, stalking, sexual or gender-based harassment, retaliation and complicity. With the exception of Dr. Kate Gibson and Karen Painter, who are considered to be "confidential employees" of CAPS, all Law School employees are required to report any student reports of Prohibited Conduct to UVA's Title IX Coordinator. Students may also report Prohibited Conduct directly on-line through the Just Report It system. You are urged to report any criminal conduct to the police. The Law School Student Affairs Office can help students make a report to the Title IX Coordinator and/or the police and can connect affected students with University and community resources. Students accused of Prohibited Conduct may likewise seek the assistance of the Law School Student Affairs Office to access University and community resources.



# STUDENT SAFETY



## STUDENT SAFETY GUIDE

In an emergency, the University uses multiple mass notification systems to quickly inform the community about immediate threats and the steps to take.



**UVA ALERTS:** To receive emergency notifications via text, students should add mobile phone numbers to their UVA Alerts account. Students are automatically enrolled to receive **emergency emails**. Students can add a parent's phone number and other email addresses to their account. Parents and family members can also **opt-in** via SMS short code.

**LEARN MORE:** <https://uvaemergency.virginia.edu/uva-alerts> • <https://uvaemergency.virginia.edu/uva-alerts/uva-alerts-public>

**COMMUNITY ALERTS** notify students of a serious and ongoing criminal incident on Grounds or in the community and provide information to help individuals protect themselves from similar crimes. UVA sends Community Alerts by email.

**LEARN MORE:** <https://cleryact.virginia.edu> • <https://safetyandsecurity.virginia.edu/faq>

UVA also sends other types of public safety messages, and publishes a **daily crime report**.



**UVA's Mobile Safety App: Guardian**

- Access Safety Resources all in one place
- Text your concerns to UVA Police, even anonymously
- Request a Virtual Escort for you and your friends
- Receive Targeted Alerts based on your location

\*Available to all UVA students, staff, and faculty



Download on the App Store GET IT ON Google Play

**UNIVERSITY of VIRGINIA**  
safetyandsecurity.virginia.edu



**Ambassadors enhance safety through high visibility and Safe Walk.**

Ambassadors are an important security resource and provide personal safety escorts. If you would like a walking escort, ask an Ambassador, or drop by or call the Public Safety Substation on the Corner at 434-984-7622, extension 406. The substation is open 24/7. Ambassadors are **not** law enforcement.

**LEARN MORE:**  
<https://ambassadors.uvapolice.virginia.edu>

For an emergency or to report a crime in progress, call **911** immediately.



**BUS SERVICE:** When school is in session, **University Transit Service** operates until 10 p.m., seven days a week. After 6 p.m., buses run approximately every 20 minutes along the Gold, Green, and Orange lines. From 10 p.m. to 2 a.m., the **UTS Night Pilot** route serves the Libraries, First-Year Dorms, Hereford, JPA, Bond/Bice, and the Corner every 20 minutes. Use the **TransLoc Rider** app or **TransLoc online** for live service predictions.

**VAN SERVICE:** **UTS OnDemand** is a fare-free van shuttle service that uses fixed pick-up and drop-off locations called "hubs" to provide rides to areas in and around Grounds during overnight hours, 10 p.m. to 5 a.m. To request a ride on UTS OnDemand, submit a ride request using the **TransLoc app**.

**CHARGE-A-RIDE (WITH YELLOW CAB):** Students who find themselves in uncomfortable situations with no reliable or safe means of local transportation and no money for cab fare can call Yellow Cab Charge-a-Ride at **(434) 295-4131**. Use your valid UVA ID card to charge the ride to UVA, and you will be billed via the Student Information System.

**LEARN MORE:** [www.parking.virginia.edu/after-hours-parking-and-transportation](http://www.parking.virginia.edu/after-hours-parking-and-transportation)

**JUST REPORT IT:** Civility and respect are cornerstones of the Community of Trust at the University of Virginia. Any student who believes they have experienced or witnessed sexual or gender-based harassment and violence, bias or discrimination/harassment, threats or acts of violence, or hazing may file a complaint through **Just Report It**, UVA's online incident reporting system. The website provides additional information and links to resources and reporting options.

**REPORT A SAFETY HAZARD:** Anyone can make the University aware of an infrastructure safety concern, such as cracked steps, on the **Facilities Management website**.



**REPORT A BARRIER:** This online tool facilitates the reporting of barriers that would prevent anyone with disabilities from equally accessing and participating in University programs, services, or activities. Visit **Report a Barrier**.

**TIPSUBMIT:** Anyone can send secure and anonymous tips to UVA Police Department (UPD), either **via the web** or SMS texts. Send your text to 274637 (crimes). In the message, type "UVATIPS" followed by the tip or information. Learn more on the **UVA Police Department website**.

**LEARN MORE:** [justreportit.virginia.edu](http://justreportit.virginia.edu) • [www.fm.virginia.edu/services/maintenance.html](http://www.fm.virginia.edu/services/maintenance.html) • [reportabARRIER.virginia.edu](http://reportabARRIER.virginia.edu) • [uvapolice.virginia.edu](http://uvapolice.virginia.edu)

# STUDENT SAFETY

## EMERGENCY KIT CHECKLIST

- |   |  |
|---|--|
| <input type="checkbox"/> Masks, soap, hand sanitizer, and wipes | <input type="checkbox"/> Prescription medications (at least a 3-day supply)    |
| <input type="checkbox"/> First-aid kit                          | <input type="checkbox"/> Copies of important documents (e.g. driver's license) |
| <input type="checkbox"/> Whistle to signal for help             | <input type="checkbox"/> Bottled water, non-perishable snacks                  |
| <input type="checkbox"/> Flashlight and extra batteries         | <input type="checkbox"/> Rain poncho or large garbage bag                      |
| <input type="checkbox"/> Some cash                              |  |

 **LEARN MORE:** [www.ready.gov/build-a-kit](http://www.ready.gov/build-a-kit)



**DIAL 911:** For help in an emergency, call 911 on any phone or press the word "emergency" on the locked screen of a mobile phone. 911 will dispatch police, fire, and emergency medical service on and off Grounds.

**TEXT 911:** If you cannot call, you can text by entering "911" in the "to" field. Provide your location and what services you need. You should receive an immediate reply; if you don't, you need to call 911.

**EMERGENCY PHONES:** Nearly 440 emergency phones are located throughout Grounds and nearby areas where students live and gather. Emergency phones are located on Grounds in parking lots, garages, buildings, and outdoors along frequently traveled pathways. When you push the emergency button on a phone with a blue light, you will be instantly connected to UVA Police with two-way communication. UVA Police can track where a phone has been activated, even if you are unable to speak into it, and will always respond to search the area for any activity.

**AUTOMATED EXTERNAL DEFIBRILLATORS:** The University provides 260 Automated External Defibrillators in its academic, medical, and administrative buildings; IM-Rec Sports locations; and athletic facilities.

**SELF-DEFENSE TRAINING CLASSES:** UPD offers two types of self-defense training classes free of charge. For details and registration, contact Sgt. Rexrode at (434) 924-8845 or email [br7u@virginia.edu](mailto:br7u@virginia.edu).

**E-SCOOTER SAFETY:** UVA has requirements for how to safely ride, park, and store e-scooters and electric power-assist bicycles on Grounds. Please review [UVA Policy SEC-043](#).

**BIKE/SCOOTER REGISTRATION:** Students who bring bikes or scooters to Grounds should [register them with University Police](#) to aid in their recovery if they are lost or stolen.

**FIRE SAFETY TRAINING:** UVA's Office of Environmental Health and Safety provides comprehensive fire and life safety programs. To request services, contact [fire-safety@virginia.edu](mailto:fire-safety@virginia.edu).

 **LEARN MORE:** [safetyandsecurity.virginia.edu/safety-technology/emergency-phone-program](http://safetyandsecurity.virginia.edu/safety-technology/emergency-phone-program) • [uvaemergency.virginia.edu/aed](http://uvaemergency.virginia.edu/aed) • [ehs.virginia.edu/Fire-Safety.html](http://ehs.virginia.edu/Fire-Safety.html)

### MENTAL HEALTH CARE

CAPS, an outpatient clinic in Student Health and Wellness, offers clinical services, suicide prevention programming, and group therapy. CAPS is also available after-hours for emergencies. Contact CAPS at (434) 243-5150.

### POISON CONTROL

Students should remember **PUBS** as a guide for the symptoms of alcohol poisoning. They should not hesitate to call 911 if they see even one sign. If unsure, the Poison Center at 1 (800) 222-1222 can provide confidential, expert advice.

### ALCOHOL OVERDOSE?

→ **P:** Puking while passed out  
**U:** Unresponsive to pinching or shaking  
**B:** Breathing is slow, shallow, irregular, or has stopped  
**S:** Skin is cold, blue, or clammy

**24/7 MENTAL HEALTH CARE** is available through CAPS' partnership with **TimelyCare**, a national provider of telehealth services. Students can access: • TalkNow, an unlimited, on-demand 24/7 service allowing students to connect with a mental health professional within minutes, either by phone or video • 12 free counseling visits per calendar year • psychiatric care and management.

## IMPORTANT CONTACTS

**TIP: save these in your phone for easy access!**

**EMERGENCIES, ANYWHERE: CALL 911**

**Building Issues:** (434) 924-1777

**Hazing Hotline:** (434) 243-4293

**Inclement Weather (recording):** (434) 924-7669 or 243-7669

**Student Affairs Safety and Support:** (434) 924-7133

**Safe Walk:** (434) 984-7622 ext. 406

**ON TWITTER:**

[@UVA\\_EM](https://twitter.com/UVA_EM) | [@UVAPolice](https://twitter.com/UVAPolice)

**Student Health and Wellness:** (434) 924-5362

**Sexual Assault Resource Agency:** (434) 977-7273

**Title IX Office:** (434) 297-7988

**UVA Police, Non-Emergency Only:** (434) 924-7166

**Charge-A-Ride (with Yellow Cab):** (434) 295-4131

**Poison Center:** (800) 222-1222

# LIVING IN CHARLOTTESVILLE



The Law School web site has a page dedicated to information about living in Charlottesville, which can be found [here](#). This guide provides faculty and student recommendations and ideas for things to do outside of the Law School.

While there are restaurants all around the Charlottesville area, many of them are concentrated on the Corner and the Downtown Mall areas. The Corner is located on University Avenue, roughly across the street from the Rotunda. The Downtown Mall is located on Main Street and is a large pedestrian mall with shops, restaurants and bars. Many restaurants on the Downtown Mall offer outdoor seating, and are dog-friendly in the outdoor areas. The City of Charlottesville offers free bus service between UVA Grounds and the Downtown Mall, called the “free trolley.”

The closest shopping center to the Law School is Barracks Road Shopping Center. Barracks Road features two grocery stores, a number of shops and services and eat-in and take-out restaurants. Other major shopping areas are The Shops at Stonefield, which features a movie theater, grocery store, restaurants and shops, and Fashion Square Mall, which features department stores, boutiques and food service.

There are many opportunities to enjoy cultural offerings, the arts, music and outdoor activities in and around Charlottesville. [UVA Arts \\$ program](#) allows UVA students to reserve one free student ticket for various performances around grounds, and to register for a free student membership to the Fralin Museum of Art. If you are interested in UVA sporting events, student ticket information and policies are available [here](#).



# STUDENT SERVICES

The Law School's Student Services offices are located in Slaughter Hall. The Career Services and Public Service Offices are located on the second floor. Financial Aid, Student Affairs and Student Records are all on the first floor. For a map of the Law School, click [here](#).



Each Student Services office has provided contact information and a brief description of the services and resources that they offer to students. Continue reading for more information on these offices.

Take a [virtual tour](#) of the Law School (you can also click the image below).

## Take a Virtual Tour of UVA Law



# CAREER DEVELOPMENT OFFICE OF PRIVATE PRACTICE

## OUR TEAM



**Kevin Donovan**

Senior Assistant Dean, Career Development  
[kdonovan@law.virginia.edu](mailto:kdonovan@law.virginia.edu)  
SL229



**Emma Glancy**

Assistant Director, Office of Private Practice  
[eglancy@law.virginia.edu](mailto:eglancy@law.virginia.edu)



**Marit Slaughter**

Senior Director, Office of Private Practice  
[mslaughter@law.virginia.edu](mailto:mslaughter@law.virginia.edu)  
SL231



**Sherry Morris**

Assistant Director of Operations,  
Office of Private Practice  
[sherrymorris@law.virginia.edu](mailto:sherrymorris@law.virginia.edu)  
SL230



**Lauren Parker**

Senior Director, Office of Private Practice  
[lparker@law.virginia.edu](mailto:lparker@law.virginia.edu)  
SL229A



**Lynn Stiteler**

Student Career Specialist, Office of Private Practice  
[lstiteler@law.virginia.edu](mailto:lstiteler@law.virginia.edu)  
SL232



**Tapley Borucke**

Career Development Fellow  
[tborucke@law.virginia.edu](mailto:tborucke@law.virginia.edu)  
SL217

## CONTACT/INFORMATION

Office of Private Practice: (434) 924-7349  
[privatepractice@law.virginia.edu](mailto:privatepractice@law.virginia.edu)  
SL232  
M-F. 8am-5pm

The Office of Private Practice advises students and alumni seeking private-sector positions.





# CAREER DEVELOPMENT OFFICE OF JUDICIAL CLERKSHIPS

## OUR TEAM



### **Ruth Payne**

*Senior Director of Judicial Clerkships*  
[rpayne@law.virginia.edu](mailto:rpayne@law.virginia.edu)  
SL229B



### **Kim Gilmer**

*Director of Judicial Clerkships*  
[kgilmer@law.virginia.edu](mailto:kgilmer@law.virginia.edu)  
SL225A



### **Michel van Eersel**

*Clerkship Coordinator*  
[michel@law.virginia.edu](mailto:michel@law.virginia.edu)  
SL135M



### **Tapley Borucke**

*Career Development Fellow*  
[tborucke@law.virginia.edu](mailto:tborucke@law.virginia.edu)  
SL217

## CONTACT/INFORMATION

Judicial Clerkships: (434) 924-7192  
[judicialclerkships@law.virginia.edu](mailto:judicialclerkships@law.virginia.edu)  
SL232  
M-F. 8am-5pm

The Office of Judicial Clerkships will be your main resource for exploring and applying for judicial internships and clerkships.

More information on the next page.

# CAREER DEVELOPMENT OFFICE OF JUDICIAL CLERKSHIPS

## INFORMATION

### 1L Job Search

Beginning 1L Fall, the Office of Judicial Clerkships - along with the Office of Career Services and the Public Service Center - will provide information sessions and one-on-one counseling regarding the first-year summer job search. Many students are able to secure judicial internships with federal and state judges across the country for their 1L summer. We will also offer some introductory programming on post-graduate judicial clerkships, which you can apply to later in your law school career.

### What You Can Do in the Meantime

Explore. It is fine not to know what career you want right now. First year is a time to learn about your options. We encourage you to attend programs with all of the career offices. The Office of Judicial Clerkships will offer a number of programs where you can interact with judges and clerks.

Read your emails. This is a good time to develop good data-management habits. Create files for career materials. Add information to your calendar as soon as you receive it. We will try not to overwhelm your inbox, but email is our primary form of communication (and you will deal with a huge amount of it in your career).

We look forward to meeting you this fall!



# CAREER DEVELOPMENT THE PUBLIC SERVICE CENTER

## OUR TEAM



### Leah Gould

*Assistant Dean for Public Service  
Director, Mortimer Caplin Public Service Center*  
[lgould@law.virginia.edu](mailto:lgould@law.virginia.edu)  
SL235



### Dawn Davison

*Director of Public Service*  
[ddavison@law.virginia.edu](mailto:ddavison@law.virginia.edu)  
SL237



### Amanda Yale

*Director of Public Service*  
[ayale@law.virginia.edu](mailto:ayale@law.virginia.edu)  
SL233



### Andrew Broaddus

*Assistant Director of Public Service*  
[abroaddus@law.virginia.edu](mailto:abroaddus@law.virginia.edu)  
SL234



### Tapley Borucke

*Career Development Fellow*  
[tborucke@law.virginia.edu](mailto:tborucke@law.virginia.edu)  
SL217

## CONTACT/INFORMATION

(434) 924-3883

[publicservice@law.virginia.edu](mailto:publicservice@law.virginia.edu)

M-F. 8am-5pm

**For help with pro bono**, contact the Pro Bono Program, [probono@law.virginia.edu](mailto:probono@law.virginia.edu), (434) 924-3883.

We work with students on everything related to getting a public service job, whether you're in it for the long haul or want to try out public service for a summer. We also work with the Program in Law and Public Service and the Public Interest Law Association (PILA) to create a community at the Law School that supports and advances public service work.

Come meet various components of the Law School's robust public service community at our *Public Service Kickoff* on August 29, 2023, at 4 p.m. in Caplin Pavilion!

More information on the next page!



# CAREER DEVELOPMENT THE PUBLIC SERVICE CENTER

## INFORMATION

### **When We Can Meet With You in One-on-One Counseling**

Along with the Office of Private Practice and the Office of Judicial Clerkships, we generally open counseling to first-year law students in early- to mid-September. We use Symplicity to organize our counseling process. You will be asked to complete several steps called Pathways in Symplicity, including completing a survey about your career interests. Your answers to that survey will signal which career office you should meet first. Whether you are committed to a career in public service or just want to try it out for your first summer, we are excited to meet and work with you.

### **When You Can Begin Applying for Jobs**

With a few exceptions, many federal government and national nonprofit internship applications open on or after December 1. For other jobs, it is perfectly fine to wait until after fall semester exams to apply. That said, we generally presume public service organizations review applications on a rolling basis, so the sooner you can apply, the better. But don't worry; we'll work with you to make sure you feel confident that you are putting your best foot forward in your applications.

### **What You Can Do in the Meantime**

Explore our [website](#). We have guides about different fields of public service so you can learn more about where you might want to take your public service career. We also post sample application documents that you can use to convert your resume into the Law School's format, which you will review with your public service counselor in your initial meeting. We also have sample cover letters you can use for inspiration later in the fall and winter when you begin sending out applications.

Read your emails. We know you get a lot of emails. We do our best to consolidate our event-related emails so you are only getting one per week or every other week. Information about counseling, on-Grounds interviews, and applying to jobs will come in separate emails.

Go to public service career-related events. Every September, we put on a five-part speaker series called the Real Deal. Each panel, organized by public service career path, will bring a group of attorneys to discuss various aspects of their work. Be on the lookout for the Real Deal panels and other public service career-related events throughout the fall and spring semesters.

Volunteer for pro bono projects. There is no better way to start learning about the practice of law than getting out there and doing it. The [Pro Bono Program](#) offers many opportunities for you to get involved. You can also reach out to any public service organization that interests you and ask if you can volunteer. The Pro Bono Program holds orientation sessions early in the fall semester, so make sure you attend one to learn more.

# STUDENT SERVICES OFFICE OF FINANCIAL AID

## OUR TEAM



### **Matt Wakeman**

*Assistant Dean for Financial Aid, Education and Planning*  
[mwakeman@law.virginia.edu](mailto:mwakeman@law.virginia.edu)  
SL125A



### **Helen Dugger**

*Associate Director of Financial Aid*  
[hduggar@law.virginia.edu](mailto:hduggar@law.virginia.edu)  
SL125



### **Sandy Harris**

*Senior Financial Aid Assistant*  
[sharris@law.virginia.edu](mailto:sharris@law.virginia.edu)  
SL124

## CONTACT/INFORMATION

(434) 924-7805  
[financialaid@law.virginia.edu](mailto:financialaid@law.virginia.edu)  
M-F. 8am-5pm

The Financial Aid Office is available to all students on a walk-in basis, by appointment, by phone and by email.

Our office provides a wide array of assistance, including, but not limited to:

- Instructing students how to apply for and receive financial aid;
- Notifying students of various deadlines that are set by the Law School or the University;
- Explaining federal pre-requisites that govern the receipt and disbursement of federal loans;
- Providing one-on-one counseling sessions;
- Providing guidance on establishing financial aid strategies;
- Advising on budgeting strategies; and
- Advising on ways to minimize debt levels, protect credit scores, avoid default and repayment options.

You can find additional information about the Financial Aid Office at this [link](#).



# STUDENT SERVICES STUDENT AFFAIRS

## OUR TEAM



**Sarah Davies**

*Assistant Dean for Student Affairs*

[sdavies@law.virginia.edu](mailto:sdavies@law.virginia.edu)

SL109B



**Megan Durkee**

*Director of Student Affairs*

[mdurkee@law.virginia.edu](mailto:mdurkee@law.virginia.edu)

SL107A



**Savannah Ourednik**

*Assistant Director of Student Affairs*

[ourednik@law.virginia.edu](mailto:ourednik@law.virginia.edu)

SL109A



**Lisa Napier**

*Student Affairs Office Manager*

[lnapier@law.virginia.edu](mailto:lnapier@law.virginia.edu)

SL109

## CONTACT/INFORMATION

(434) 924-3737

[studentaffairs@law.virginia.edu](mailto:studentaffairs@law.virginia.edu)

M-F, 8am-5pm

The Office of Student Affairs offers individual counseling, administers policies regarding personal challenges students may encounter, works closely with student organizations and academic journal personnel, coordinates extracurricular activities, administers disability accommodations, and fosters interaction between students and faculty in a variety of settings. A wide range of support services is available to all law students as quality of life issues are addressed.

More information on the next page.



# STUDENT SERVICES STUDENT AFFAIRS

## INFORMATION

Some of the office's specific services include:

- First-Year Orientation
- Graduation
- Disability Accommodations
- Community Fellows
- Illness, Personal and Family Emergencies
- Course Evaluations
- Student Organizations
  - Student Organization Handbook
- Academic Journals
- Referrals to Appropriate University Resources

### Academic Support

The Student Affairs Office provides one-on-one guidance and counseling regarding academic issues at the request of students.

Over the course of the first semester Student Affairs hosts several sessions focused on giving students the tools to maximize their academic potential. Typically, these sessions feature faculty and students discussing effective studying, outlining and exam strategies. You will get notices of these sessions in advance.

### Disability Accommodations

In conjunction with the University's Student Disability Access Center, Student Affairs assists students with known disabilities to manage academic accommodations. Student Affairs also refers students to the Student Disability Access Center for evaluation when a disability is suspected but has not been previously diagnosed.

Information regarding accommodations is kept confidential and is not shared with faculty unless it is necessary to do so. Information regarding accommodations does not become a part of a student's official law school record.

If you believe you have a disability, please contact Student Affairs as soon as possible so that appropriate documentation can be obtained and the accommodation can be put into place. You should not make any request for accommodation to a faculty member. The Law School's policy on disability accommodations can be found [here](#).



# STUDENT SERVICES STUDENT AFFAIRS

## CONTACT/INFORMATION

### Temporary Accommodations

From time to time, a student will be injured, become ill or suffer from a mental health issue and require an accommodation for a temporary time period. Students should bring such issues to Student Affairs, not faculty. All such requests should be accompanied by a form completed by a physician. You can get a copy of the form from Student Affairs. If you are not able to get a form completed, you may provide note from a physician advising of the nature of the condition, the medically recommended accommodation and the length of time the student should receive an accommodation.

If you are injured or become ill during the semester or during exams and will need an accommodation as a result, please contact Student Affairs as soon as you are aware that you may need an accommodation.

### Student Health Insurance

All UVA students are required to have health insurance. All law students will be billed for health insurance, which is administered by Aetna Student Health, on September 29, 2023, with payment due by October 31, 2023. The cost of Student Health Insurance for the coverage year of August 1, 2023 to July 31, 2024 will be \$3,673.

If you want to enroll in the Student Health Insurance Plan, you can do so on July 17, 2023. You are encouraged to enroll before August 1, 2023 so that you can take advantage of coverage for the entire period. You can get more information at the [Student Health web page](#).

If you prefer to be covered under a different health insurance plan, you must prove that you have other insurance that meets the University's coverage requirements. To do so, you must complete the verification process by August 31, 2023, and you can refer to [this page](#) for the deadlines and links needed to submit a verification of insurance.

If you have any questions about the Student Health Insurance Plan, you should contact Aetna Student Health's customer service center at 1-800-466-3027. If you have questions about comparable coverage or the online verification process, please contact [the Student Health Insurance Department](#).

# STUDENT SERVICES STUDENT RECORDS

## OUR TEAM



**Jason Dugas**

*Assistant Dean for Academic Services & Registrar*

[jdugas@law.virginia.edu](mailto:jdugas@law.virginia.edu)

SL107



**Leonie Williams**

*Associate Director of Academic Services*

[lwilliams@law.virginia.edu](mailto:lwilliams@law.virginia.edu)

SL107E



**Debbie Proffitt**

*Assistant Registrar*

[dproffitt@law.virginia.edu](mailto:dproffitt@law.virginia.edu)

SL107C

## CONTACT/INFORMATION

(434) 924-7347

[studentrecords@law.virginia.edu](mailto:studentrecords@law.virginia.edu)

SL107

M-F, 8am-5pm

The Student Records Office (SRO) touches on many aspects of student life. We manage the course enrollment processes, administer Academic Policies, secure student records, maintain the course catalog, process and administer exams, coordinate the collection and posting of grades, advise about graduation requirements, assist with determining state bar requirements, process course evaluations, certify information on behalf of the Law School for licensing authorities, execute letters of good standing, collaborate with foreign exchange partners and dual degree colleagues for students to participate in such programs, provide an ear to listen to concerns or a voice to amplify them, and counsel students regarding difficulties that may arise.

First-year students might interact with SRO in the administration of a midterm (depending on how a professor opts to give his or her exam), but first-years will definitely interact with SRO starting in October to enroll in January-term and spring semester electives via Lottery Course Selector (LCS) (the law school's internal course enrollment management system). First-years will also interact with SRO in the administration of examinations and submission of final papers. SRO also helps students who need to obtain a letter of good standing for a Winter Pro Bono opportunity or an application to a government agency.

# STUDENT SERVICES COUNSELING & PSYCHOLOGICAL SERVICES (CAPS)

## OUR TEAM



**Kate Gibson**

*CAPS Psychologist*  
[kg9n@virginia.edu](mailto:kg9n@virginia.edu)  
SL135C



**Karen Painter**

*CAPS Counselor*  
[klp3k@virginia.edu](mailto:klp3k@virginia.edu)  
SL135F

## CONTACT/INFORMATION

SL135C

M-F, 8am-5pm (4:30pm during winter break and summer)

Dr. Kate Gibson and Karen Painter, therapists with UVA's Counseling and Psychological Services (CAPS), are located at the School of Law (embedded) and focus exclusively on the mental health needs of law school students. These embedded Law School therapists have offices in Suite SL135d. They have both been at CAPS for a number of years. Dr. Gibson has been at the law school since 2015, is a Licensed Psychologist and attorney and practiced in big law for 8 years in Washington, DC before becoming a psychologist. She is at the law school full time. Ms. Painter is a Licensed Professional Counselor (LPC) who has provided mental health services in the Central VA area for over 20 years. She is interested in cultural and identity development and wellbeing, family dynamics, and incorporating trauma healing practices that integrate the mind and body. She splits her time between the School of Law and Darden and is at the School of Law on Tuesdays, Wednesdays, and Thursdays.

Among the services these embedded Law School therapists provide are:

- Consultation for students and faculty and staff (for concerns about students)
- Assessment
- Brief individual therapy
- Outreach activities such as presentations, guest talks in class, or meeting with your organization
- Referrals (Community Psychiatry, specialized or more intensive treatment options, care management)



# STUDENT SERVICES COUNSELING & PSYCHOLOGICAL SERVICES (CAPS)

## CONTACT/INFORMATION

### Cost

In person visits with these embedded Law School therapists (and other professionals of UVA Student Health and Wellness Center) are funded through your comprehensive student fees. There is no additional cost to meet with them during Fall and Spring terms.

- **Missed appointment/Cancellation Fee:** A fee of \$25 is charged for missed appointments or appointments cancelled after 8 am of the day of appointment.

### Title IX

Dr. Gibson and Ms. Painter are Confidential Employees under UVA's Title IX policy. This means students can individually consult with either of them (or other Student Health and Wellness Center professionals) on issues related to incidents of gender or sexual-based violence while leaving the choice on reporting to the University to the student.

### How to Make an Appointment

Students who are interested with meeting with Dr. Gibson or Ms. Painter can make an initial appointment (a) online through your UVA Healthy Hoos patient portal, (b) by emailing both law embedded therapists at CAPS@law.virginia.edu or (c) by calling the CAPS main number 434-243-5150 and letting them know that you are a law student. A first meeting will be by phone and will take approximately 45 minutes. During the meeting you will have the chance to review your concerns and plan appropriate next steps.

### Community Connection and Outreach


Dr. Gibson and Ms. Painter enjoy meeting with student groups, faculty and staff. They are available for presentations or discussions on mental health issues including issues of stress, diversity and difference and mindfulness. They are interested in hearing about students' experiences at the law school and thoughts about improving mental health services and mental health programming. You can contact them if you would like to arrange for mental health presentations or programming for your organization or class by emailing CAPS@law.virginia.edu.

### Counseling and Psychological (CAPS) Services at UVA School of Law

Psychotherapy helps students resolve psychological, social and career issues so they can live satisfying, healthy and productive lives. Your embedded psychotherapists have a unique awareness of Law School culture, workload, and curriculum, as well as related challenges and common student concerns that arise as you move through three years here. Therapy offices are located in Slaughter Hall, Suite 135d.



Karen Painter, LPC (she/her)  
Staff Psychotherapist



Kate Gibson, Psy.D. (she/her)  
Staff Psychologist

Scan for more resources



studenthealth.virginia.edu/CAPS

UVA Department of Student Health and Wellness

### Benefits of Psychotherapy

- Manage Stress Effectively
- Understand and Improve Relationship
- Soften Your Inner Critic
- Manage Emotional Regulation
- Adjust to Law School and Charlottesville
- Change Unwanted Behaviors and Habits
- Find a Greater Sense of Self & Purpose
- Find Relief from Depression, Anxiety & Other Mental Health Conditions

UVA Department of Student Health and Wellness

### Scheduling Appointments


All appointments are free and confidential

You may schedule your initial free and confidential appointments, in three ways:

- Schedule online through the Healthy Hoos Portal
- Email [CAPS@law.virginia.edu](mailto:CAPS@law.virginia.edu), or
- Call CAPS at 434-243-5150. Notify the receptionist that you are enrolled in the School of Law. If you need expedited/urgent support you may consider a walk-in appointment at the main CAPS location on the 4th floor of the Student Health and Wellness Center.
- Your initial scheduled meeting will typically occur by phone and last 45-50 minutes.

### Other Resources

- TimelyCare:** TimelyCare: A partner with CAPS to provide students with free tele-mental health provider availability through 24/7 TalkNow and/or Scheduled Counseling. Download the app via the QR code and sign in using your UVA email address.
- CAPS Groups:** CAPS offers a variety of groups to address common problems and to connect with others. Learn more on the CAPS website.
- Wahoo Well:** A resource to assist with health coaching, motivation, and accountability towards your health specific goals. Start by completing an online survey, then schedule your 1:1 appointment. Visit [studenthealth.virginia.edu/wahoowell](http://studenthealth.virginia.edu/wahoowell)



# STUDENT SERVICES COUNSELING & PSYCHOLOGICAL SERVICES (CAPS)

## CONTACT/INFORMATION

### Additional Mental Health Resources on Grounds

#### **Counseling and Psychological Services (CAPS)**

CAPS (434-243-5150) is the University of Virginia's primary student counseling clinic. CAPS is located in the Student Health and Wellness Center at 550 Brandon Ave, 4th floor (434-243-5150). Parking for appointments is available under the building and is accessible from Monroe Ave.

#### **Services at CAPS include:**

- Consultation for students and faculty and staff (for concerns about students)
- Assessment
- Crisis walk-in hours M-Fri 8-4:30
- Brief individual therapy
- Limited-time Psychiatric Care/Medication management (after assessment/consultation with a CAPS therapist)
- Group Therapy
- Outreach activities such as screenings, presentations, guest talks in class, or meeting with your organization
- Referrals
- Web-based links to assessment tools, mental health information and resources

\*Law students are eligible for the full range of CAPS services at Central CAPS, as well as services with Dr. Gibson and Ms. Painter.


**Hours & How to Access Services** - CAPS is open Mon-Fri 8am-5pm (4:30pm during winter break and summer). Students may schedule an initial appointment online or by calling the CAPS main number 434-243-5150. Initial nonurgent first meetings are by phone and provide the opportunity to review your concerns and plan appropriate next steps.

**Eligibility and Cost** - CAPS services are AVAILABLE TO ALL registered students who have paid the comprehensive student fee regardless of insurance coverage. Professional visits with CAPS (and other Student Health and Wellness Center (SHW) providers) have been pre-paid through the payment of the comprehensive student fee. There are charges for medications, lab tests, supplies for certain treatments, immunizations and allergy injections, and copies of your medical record.

- **Missed appointment/Cancellation Fee:** A fee of \$25 is charged for missed appointments or appointments cancelled after 8 am of the day of appointment.

#### **Title IX**

CAPS therapists and SHW professionals are Confidential Employees under UVA's Title IX policy. This means students can individually consult with them on issues related to incidents of sexual or gender-based violence while leaving the choice on reporting to the University to the student.



# STUDENT SERVICES COUNSELING & PSYCHOLOGICAL SERVICES (CAPS)

## CONTACT/INFORMATION

### Immediate Mental Health Support:

- TalkNow: a free 24/7 service available to UVA students through the TimelyCare app. Students can connect with a mental health professional any time of day, either by phone or video call.
- CAPS Walk-in hours: Students who are in crisis or with urgent concerns can walk in to CAPS (4th floor, 550 Brandon Ave.) and speak to the on-call clinician, Mon - Fri 8-4:30.
- CAPS On Call: Students who are in crisis or with more urgent concerns can call the main CAPS number (434-243-5150) and ask to speak with an on-call clinician 24/7.

**Emergency situations: In an emergency or life-threatening situation, you should call 911 or go to your nearest hospital emergency room (often UVA Hospital).**

**Timely Care:** CAPS partners with a telehealth organization called Timely\_Care, which includes several programs for UVA students:

- Teletherapy (12 free sessions per academic year and in all 50 states),
- TalkNow (24/7) an on-demand access to speak with a mental health professional about anything at any time
- Telepsychiatry: UVA students may have access to Timely Care telepsychiatry services. Timely Care telepsychiatry services are limited and your CAPS provider and you can discuss if this option fits. Timely Care psychiatry as a telepsychiatry provider does not prescribe controlled substances including ADHD medication.

**For more resources available to you, please take a look at the Health, Wellness and Safety page of our website.**

# STUDENT SERVICES COMMUNITY ENGAGEMENT & EQUITY

## OUR TEAM



**Mark Jefferson**

*Assistant Dean for Community Engagement and Equity*

[mjefferson@law.virginia.edu](mailto:mjefferson@law.virginia.edu)

SL135L

## CONTACT/INFORMATION

SL135L

M-F, 8am-5pm

The office of Community Engagement and Equity is responsible for strengthening and advancing the school's commitment to being a diverse and equitable institution in which every member — including students, faculty and staff — feels an equal sense of belonging. Dean Jefferson leads the school's Committee on Diversity, Equity and Belonging, and collaborates with the admissions, graduate studies and financial aid offices on student recruitment and success. Jefferson is a resource for faculty and staff to enrich efforts in hiring and retention, the curriculum, classrooms, clinics, experiential courses and programs, among other aims.





# STUDENT SERVICES GRADUATE STUDIES

## OUR TEAM



### Adriana Vito

*Assistant Dean for Graduate Studies*

[avito@law.virginia.edu](mailto:avito@law.virginia.edu)

SL135H



### Jennifer Echemendia

*Assistant Director of Graduate Studies*

[jechemendia@law.virginia.edu](mailto:jechemendia@law.virginia.edu)

SL135B

## CONTACT/INFORMATION

SL135H

M-F, 8am-5pm

Virginia's Graduate Studies Program provides an American legal education to lawyers who have obtained their first law degree in their home countries. By maintaining a small and highly selective program of about 50 students, the Law School ensures a supportive atmosphere. LL.M. candidates take classes alongside J.D. students, allowing participants to fully engage in the community and plan their own coursework.

*Find out more about what life at UVA Law is like for students in the Graduate Studies Program (click [here](#)).*





## CONTACT/INFORMATION

(434) 924-7808

[lawit@law.virginia.edu](mailto:lawit@law.virginia.edu)

WB399

M-F, 8:30am-4:30pm

Office Hours: By Appointment Only

The Law IT service desk is here to help with your Technology at the UVA School of Law. We provide support for the Faculty, Staff, Students and guests of the Law School. If you need technology assistance please look at the following general topics and select a link for more information. If you are unsure please contact Law IT and our team will be able to help direct you to the right resource to answer your question or help resolve an issue.

- [Canvas Online Course System](#)
- [Data Storage](#)
- [Classroom Recording](#)
- [Classroom Technology](#)
- [Computer Recommendations](#)
- [Law School Faculty and Staff Email](#)
- [Departmental E-mail lists](#)
- [EXPO](#)
- [Office Phone](#)
- [Lawweb Account](#)
- [Printing in the Law School](#)
- [Microsoft Office \(Faculty and Staff\)](#)
  - [computerid@lawschool.virginia.edu](mailto:computerid@lawschool.virginia.edu)
- [Law School Account](#)
  - [Add/Remove Device for MFA](#)
  - [Change your Law School Password](#)
  - [Forgot Law School Password](#)

If you are seeking computing or technology assistance, please look below for the listed resources. Topics are listed by resources and services offered through the Law School Law IT department and resources and services supported by [UVA ITS](#).

- [Netbadge Account](#)
- [Data Storage](#)
- [Student Email Account](#)
- [SIS](#)
- [Sympa Student Organizational E-mail lists](#)
- [Download Software \(ie Microsoft Office\)](#)
- [Wireless Access](#)
- [Microsoft Office \(Students\)](#)
  - [computerid@virginia.edu](mailto:computerid@virginia.edu)
- [UVA Account](#)
  - [Add/Remove Device for DUO MFA](#)
  - [Change your UVA Account Password](#)
  - [Forgot UVA Password](#)

# STUDENT SERVICES LAW LIBRARY

## OUR TEAM



**Amy Wharton**

Director, Law Library  
[amywharton@law.virginia.edu](mailto:amywharton@law.virginia.edu)  
WB237C



**Kate Boudouris**

Research, Instruction and Outreach Librarian  
[klb5fs@virginia.edu](mailto:klb5fs@virginia.edu)  
WB237B



**Rebecca Hawes Owen**

Head of Access Services  
[rowen@law.virginia.edu](mailto:rowen@law.virginia.edu)



**Benjamin Doherty**

Head of Library Instruction and Research Librarian  
[bendoherty@law.virginia.edu](mailto:bendoherty@law.virginia.edu)  
WB234



**Addison Patrick**

Library Coordinator  
[arp4mr@virginia.edu](mailto:arp4mr@virginia.edu)



**Randi Flaherty**

Head of Special Collections and Law School Historian  
[rflaherty@law.virginia.edu](mailto:rflaherty@law.virginia.edu)  
WB237A



**Tim Breeden**

Library Coordinator  
[breeden@law.virginia.edu](mailto:breeden@law.virginia.edu)  
Circulation Desk



**Daniel Radthorne**

Research Librarian  
[dradthorne@law.virginia.edu](mailto:dradthorne@law.virginia.edu)



**Leslie Ashbrook**

Assistant Director and Head of  
Research Services  
[ashbrook@law.virginia.edu](mailto:ashbrook@law.virginia.edu)  
WB233A



**Melissa Scheeren**

Research Librarian  
[mscheeren@law.virginia.edu](mailto:mscheeren@law.virginia.edu)  
WB209

## CONTACT/INFORMATION

### Arthur J. Morris Law Library

[refdesk@law.virginia.edu](mailto:refdesk@law.virginia.edu) / (434)924-3384

### Circulation Desk

[circ@law.virginia.edu](mailto:circ@law.virginia.edu) / (434)924-3384

### Law Special Collections

[archives@law.virginia.edu](mailto:archives@law.virginia.edu) / (434)924-6355

More information/hours here: <https://www.law.virginia.edu/library>.



**John Roper**

Research and Administrative Services  
Librarian  
[jroper@law.virginia.edu](mailto:jroper@law.virginia.edu)  
WB262a



**Latia Ward**

Research Librarian  
[lward@law.virginia.edu](mailto:lward@law.virginia.edu)  
WB235

## CONTACT/INFORMATION

The Arthur J. Morris Law Library provides outstanding research, teaching, and collections to advance the University of Virginia School of Law's mission of excellence in legal education and public service. As a cornerstone of the UVA Law School experience, the Law Library cultivates a welcoming environment where our community can learn, collaborate, and thrive.

One of the Library's highest priorities is to help students learn effective research skills, and to that end, the librarians have developed an ambitious instructional program that supports both in-class and individual point-of-need learning. Their teaching relationship with law students begins with the 1L Legal Research and Writing class, with individual librarians designated as liaisons for each section. For more senior students, librarians teach several sections of Advanced Legal Research each semester, and student evaluations consistently extol the course's value in preparing them for the practice of law.

The Library's comprehensive U.S., foreign and international law collections attract visitors from around the world. In addition, it is emerging as a leader among its peers in the development of legal digital content in support of scholarly endeavors, with numerous manuscript items from our Special Collections now digitized and grant awards for developing new digital projects.

**Study Space.** While serving as the nexus of information and technology, the Library is also one of the most beautiful spaces in the Law School and a popular spot for students to meet and study. We have various places to study including carrels, standing desks, and group study rooms. Carrels on both ends of the 2nd floor main room are open for anyone to use, as are several on the first and third floors (use any that do not have a reserved slip). Tables on the 2nd floor overlooking Spies Garden and in the 1st floor Caplin Reading Room have power outlets for your laptop. We have several standing desks for you to use on the first and second floors. Reserve one of our study rooms to meet with your study groups.

**Research and Study Materials.** Prepare for class and finals with materials in the Reserve Stacks in our 1st floor Klaus Reading Room, next to the Circulation Desk, where you'll find helpful Nutshells and Examples & Explanations on Torts, Property, Constitutional Law, and more. The reserve stacks also have casebooks and textbooks based on professor requests. Search UVA's print and electronic books, journals, and other resources in our online catalog, Virgo.

**Fun Stuff!** Popular fiction and non-fiction, board games, and travel books from the 1st floor Klaus Reading Room. Take home this year's Oscar winners and over 2,000 more titles from our DVD collection also available there.

# STUDENT SERVICES LAW LIBRARY

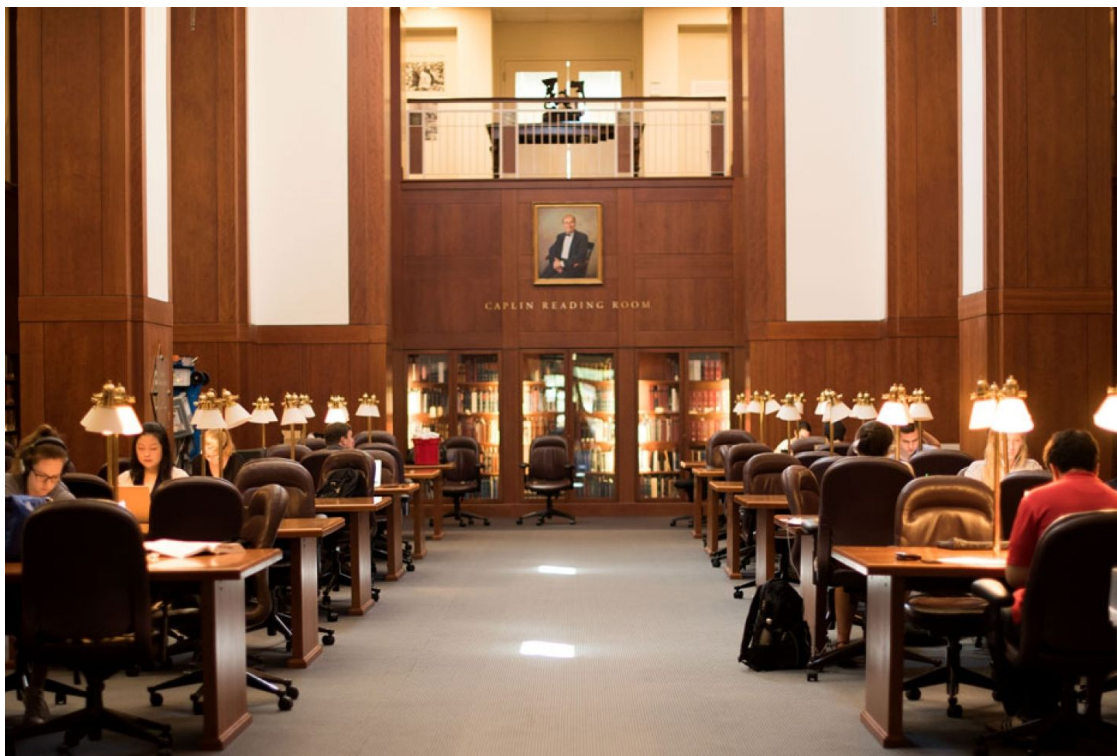
## CONTACT/INFORMATION

**Free Coffee!** Bring your own mug to MyLab on the 2nd floor to grab a hot drink. Also in MyLab: space to chat on your phone and hang out with classmates, a vending machine, and puzzles to take a study break. Study snacks that won't bother your neighbors with smells or loud crunching are fine.

**Scan, print, copy, shred, compute.** In the Klaus room, you can find a scanner, color printer, black and white printer, and desktop computers. On the second floor, there are two black and white printers, a scanner, and docking stations. Check out thumb drives, laptop power cords, phone chargers, and headphones from the Circulation Desk. Find answers to frequently asked questions about printing, copying, and scanning on our website.

**Research assistance.** Consult with a librarian to get the best research results for your papers and to save time on cite checks. Stop by the Reference Desk on the 2nd floor anytime 9 a.m. to 5 p.m. Mon.–Fri., email us at [refdesk@law.virginia.edu](mailto:refdesk@law.virginia.edu), or set up an appointment online. Check out our research guides, videos, and links to databases on the Library website.

**And more!** Follow us on social media (@UVALawLibrary) and our blog to learn about Library news and events like our Fall Reception and Grilled Cheese Night.



# STUDENT SERVICES BUILDING SERVICES

## OUR TEAM



**Gregory B. Streit**

*Assistant Dean for Building Services*

[gstreit@law.virginia.edu](mailto:gstreit@law.virginia.edu)

WB327



**David Holsapple**

*Building Services Coordinator*

[dholsapple@law.virginia.edu](mailto:dholsapple@law.virginia.edu)

WB320



**Bryan Branch**

*Building Services Assistant*

[bbranch@law.virginia.edu](mailto:bbranch@law.virginia.edu)

WB336



**Scott Lawson**

*Building Services Assistant*

[slawson@law.virginia.edu](mailto:slawson@law.virginia.edu)

WB336

## CONTACT/INFORMATION

[building@law.virginia.edu](mailto:building@law.virginia.edu)

WB327, WB320

M-F, 8am-5pm

The Building Services Department has responsibility for the overall maintenance and functioning of the Law School building and grounds. If you find anything at the Law School building or grounds that needs repair or replacement, you should contact the Building Services Department.

General policies regarding use of the Law School property can be found [here](#).

You will have an opportunity to rent a locker during law school, and locker keys will be distributed starting the week of August 14th.

Building and community safety information can be found [here](#) and should be reviewed by all students.



# LAWWEB FOR MORE INFORMATION

## For Additional Information

Take a look on [LawWeb](#) and explore the pages available to you! The [page](#) below is very helpful.



### **Student Life**

- ▶ Student Organizations
- ▶ Academic Journals
- ▶ Student Government
- ▶ Academic Calendar
- ▶ The Honor System
- ▶ LawWeb (log-in required)
- ▶ Diversity, Equity and Belonging

- ▶ Housing
- ▶ Dining
- ▶ Awards, Fellowships and Honors
- ▶ Moot Court and Trial Advocacy
- ▶ Legal Writing Fellows
- ▶ Diversity, Equity and Belonging
- ▶ Events Calendar

### **Student Services**

- ▶ Student Affairs
- ▶ Student Records
- ▶ Careers
- ▶ Public Service
- ▶ Office of Judicial Clerkships
- ▶ Financial Aid
- ▶ Law IT/Computing

If you have any additional questions, please reach out to Student Affairs([studentaffairs@law.virginia.edu](mailto:studentaffairs@law.virginia.edu)).