

# Juris Doctor Handbook

## 2025



This handbook has been put together to inform students of our current Law School policies in relation to studying the Juris Doctor (JD). In addition to these policies, students should ensure that they are familiar with [University Policies](#) and check each unit outline for specific unit information.

# Law School Communication Policy

## Who to contact

Always refer to the Unit Outline for any particular arrangements for contacting staff in relation to the unit. The Unit Outline will generally set out for you the best way of contacting the staff involved in a unit and their office consultation times. Among other things, they make clear which staff are permanent staff and which are casual. Unless otherwise specified, you should always begin by contacting the unit coordinator with any queries in relation to the unit and not sessional staff who are not paid for their time outside of teaching.

## Our expectations of you

Before you ask an administrative or content-oriented question make sure that you have attempted to answer the query yourself by checking the Unit Outline or LMS page, following the classes and doing the relevant reading. You will also often find that your unit LMS page and LMS announcements will provide you with much information about the administrative arrangements and content for a unit. Emails which do not show that a prior attempt has been made to tackle a question using these resources may not be answered by staff.

## Your University Email Address

All students enrolled at UWA are automatically assigned a central student account with an email address (see <https://www.uwa.edu.au/library/help-and-support/student-email-and-collaboration-tools>). It is important that you use this email address, as it will be used by the University, including the Law School, for official correspondence with you such as LMS announcements, fee information, exam information, library notice and unit information. Be aware that emails from non-university addresses (such as gmail, hotmail and yahoo) may not be received due to the University spam filter. When sending emails make sure you always identify yourself, include the unit code or title of the unit that the query relates to and the best way for the staff member to contact you.

## Modes of communication

Academic staff hold consultation times (relevant to their unit) at least once per week. Students often have queries (particularly detailed ones) that are not easily addressed by email. Staff may indicate that it would be best for you to make a time to come and see them or that you should visit during their office consultation slots or arrange to talk via MS Teams virtually or on the phone.

## **Staff Response Times to Emails**

As staff have numerous teaching, research, service and engagement responsibilities during semester, you may find that they may not always be able to respond to student emails quickly. Staff try to respond to student emails within three working days of receipt. If the unit outline indicates that sessional staff may be contacted in certain circumstances, their responses may be slower as many casual staff work full-time jobs besides working at the Law School.

## **Politeness and Respect in All Communication**

Finally, staff will always try to treat you with politeness and respect. They will aim to use clear, respectful language that is neutral and encourages dialogue. It is expected that you will reciprocate (in emails and in your face-to-face dealings). This is particularly important when communicating regarding assessments, which staff know can be quite stressful for students. If a staff member has concerns about a student's communication (content, tone, frequency, time), they may raise this with the Deputy Head of School, Students.

Staff are aware of social media sites that students use to discuss issues concerning UWA. Such social media sites give students the ability to sometimes anonymously make comments about specific units and academics. Constructive criticism is always encouraged. Students should not make posts that they would not feel comfortable sharing with students and academics orally, without anonymity. Similarly, students are encouraged to be respectful and constructive in comments that they make on SELT surveys, or the Bluepulse tool.

Some of the information above was taken from the University's ACE (Academic Conduct Essentials) program, and you are encouraged to refer back to it while you study at UWA:

<https://www.student.uwa.edu.au/learning/resources/ace/resilience-rights-and-respectful-communication/introduction>

## **Wellbeing**

UWA Law School has an ongoing commitment to the health, welfare and safety of all of our students. We strive to assist our students to maintain physical and emotional health throughout their studies. While Law School staff cannot assist with counselling or Exceptional Variation of Assessment, they are here there to lean on and to guide you towards support where needed. For detailed information in regards to the services on offer at UWA, visit <http://www.student.uwa.edu.au>.

## Juris Doctor Curriculum Policy

The JD curriculum has been purposefully designed to scaffold sequential knowledge and skills development and each unit (besides LAWS4101) will have one or more pre-requisites that must be satisfied.

The Law School has developed four possible pathways which have been carefully constructed to support cohesive and logical progression through the JD.

The JD Pathways are:

1. Full-time Pathway
2. Part-time Pathway (two units per semester)
3. Part-time Pathway (three units per semester)
4. International Exchange Pathway

Other than in exceptional circumstances, students should adhere to the approved study plans. Any variation from the approved study plans will require approval from the Deputy Head of School (Students).

### Approved Study Plans

Below are the pathways for the JD depending on your circumstances (full-time/part-time). Other than in exceptional circumstances, students should adhere to the approved study plans. Any variation from the approved study plans will require approval from the Deputy Head of School (Students).

*\*Please note: LAWS4101, LAWS5109 and LAWS5108 are two-week intensive units held in the two weeks before Semester One each year. LAWS5109 and LAWS5108 also involve some tutorials held during Semester 1.*

**NB:** Students who have (a) completed LAWS4109 or LAWS5106 Legal Theory and Ethics in or before 2021; or (b) completed LAWS5109 Dispute Resolution prior to 2024 (when it became LAWS5109 Ethical Dispute Resolution) and did not complete LAWS5108 Professional and Ethical Practice in 2024, may need to complete a varied Ethics module as part of their study of LAWS5108 Professional and Ethical Practice.

## Juris Doctor Standard Pathway Full-Time

Year 1	Semester 1	LAWS4101* Foundations of Law & Lawyering	LAWS4102 Criminal Law	LAWS4103 Contract	LAWS4104 Property
	Semester 2	LAWS4106 Torts	LAWS4107 Land Law	LAWS4108 Foundations of Public Law	LAWS4110 Legal Interpretation
Year 2	Semester 1	LAWS5109* Ethical Dispute Resolution	LAWS5103 Equity & Trusts	LAWS5101 Constitutional Law	Option unit
	Semester 2	LAWS5104 Corporations Law	LAWS5105 Remedies	LAWS5102 Administrative Law	Option unit
Year 3	Semester 1	LAWS5108* Professional and Ethical Practice	LAWS5107 Evidence	Option unit	Option unit
	Semester 2	LAWS5115 Procedure	Option unit	Option unit	Option unit

*\* Intensive unit studied over a two-week period in February, immediately preceding Semester One.*

**Juris Doctor Recommended Pathway (75% load)+ (3 units per semester)**

Year 1	Semester 1	LAWS4101* Foundations of Law & Lawyering	LAWS4102 Criminal Law	LAWS4103 Contract
	Semester 2	LAWS4106 Torts	LAWS4108 Foundations of Public Law	LAWS4110 Legal Interpretation
Year 2	Semester 1	LAWS5109* Ethical Dispute Resolution	LAWS4104 Property	LAWS5101 Constitutional Law
	Semester 2	LAWS4107 Land Law	LAWS5102 Administrative Law	Option unit
Year 3	Semester 1	LAWS5107 Evidence	LAWS5103 Equity & Trusts	Option unit
	Semester 2	LAWS5104 Corporations Law	LAWS5105 Remedies	Option unit
Year 4	Semester 1	LAWS5108* Professional and Ethical Practice	Option unit	Option unit
	Semester 2	LAWS5115 Procedure	Option unit	Option unit

+Please note that this 75% pathway still qualifies as full-time for Centrelink purposes.

### Juris Doctor Recommended Pathway Part-Time (2 units per semester)

Year 1	Semester 1	LAWS4101* Foundations of Law & Lawyering	LAWS4102 Criminal Law
	Semester 2	LAWS4108 Foundations of Public Law	LAWS4106 Torts
Year 2	Semester 1	LAWS4103 Contract	LAWS4104 Property
	Semester 2	LAWS4107 Land Law	LAWS4110 Legal Interpretation
Year 3	Semester 1	LAWS5101 Constitutional Law	LAWS5103 Equity & Trusts
	Semester 2	LAWS5105 Remedies	LAWS5102 Administrative Law
Year 4	Semester 1	LAWS5109* Ethical Dispute Resolution	Option unit (or LAWS5107 Evidence)
	Semester 2	LAWS5104 Corporations Law	Option unit
Year 5	Semester 1	LAWS5108* Professional and Ethical Practice	LAWS5107 Evidence (or option unit)
	Semester 2	LAWS5115 Procedure	Option unit
Year 6	Semester 1	Option unit	Option unit
	Semester 2	Option unit	Option unit

### Juris Doctor Standard Pathway Full Time – Mid-Year Entry

Year 1	Semester 2	LAWS4101* Foundations of Law & Lawyering	LAWS4106 Torts	LAWS4108 Foundations of Public Law	LAWS4110 Legal Interpretation
Year 2	Semester 1	LAWS5109* Ethical Dispute Resolution	LAWS4102 Criminal Law	LAWS4103 Contract	LAWS4104 Property
	Semester 2	LAWS4107 Land Law	LAWS5102 Administrative Law	Option unit	Option unit
Year 3	Semester 1	LAWS5101 Constitutional Law	LAWS5103 Equity & Trusts	LAWS5107 Evidence	Option unit
	Semester 2	LAWS5105 Remedies	LAWS5104 Corporations Law	LAWS5115 Procedure	Option unit
Year 4	Semester 1	LAWS5108* Professional and Ethical Practice	Option unit	Option unit	Option unit



## **Exchange and Overseas Study Opportunities**

If students are seeking to go on exchange or participate in any of the other study opportunities that the Law School offers (including the two year JD partnership with the University of Denver or the JD and BCL partnership with the University of Oxford) they must discuss their study plans with the Director of International Partnerships and Exchange as soon as possible after commencing their JD studies. For information on all of the overseas study opportunities available to JD students please see <https://www.uwa.edu.au/schools/Law/International-partnerships-and-exchange>.

Please see the suggested exchange pathways below. We have suggested a number of recommended exchange pathways, depending on the timing of the exchange. Please note that while there may be some flexibility in timing of your option units, moving core units is likely to impact your completion.

## Juris Doctor Recommended Pathways Full-Time (Exchange)

### For exchange in Year 2, Semester 1

Year 1	Semester 1	LAWS4101* Foundations of Law & Lawyering	LAWS4102 Criminal Law	LAWS4103 Contract	LAWS4104 Property
	Semester 2	LAWS4106 Torts	LAWS4107 Land Law	LAWS4108 Foundations of Public Law	LAWS4110 Legal Interpretation
Year 2	Semester 1	Exchange Option 1	Exchange Option 2	Exchange Option 3	Exchange Option 4
	Semester 2	LAWS5102 Administrative Law	LAWS5104 Corporations Law	JD Option unit	JD Option unit
Year 3	Semester 1	LAWS5109* Ethical Dispute Resolution	LAWS5107 Evidence	LAWS5101 Constitutional Law	LAWS5103 Equity & Trusts
	Semester 2	LAWS5115 Procedure	LAWS5105 Remedies	JD Option unit	
Year 4	February (Pre-Semester 1)	LAWS5108 Professional and Ethical Practice			

### For exchange in Year 2, Semester 2

Year 1	Semester 1	LAWS4101* Foundations of Law & Lawyering	LAWS4102 Criminal Law	LAWS4103 Contract	LAWS4104 Property
	Semester 2	LAWS4106 Torts	LAWS4107 Land Law	LAWS4108 Foundations of Public Law	LAWS4110 Legal Interpretation
Year 2	Semester 1	LAWS5109* Ethical Dispute Resolution	LAWS5103 Equity & Trusts	LAWS5101 Constitutional Law	Option unit
	Semester 2	Exchange option unit	Exchange option unit	Exchange option unit	Exchange option unit
Year 3	Semester 1	LAWS5108* Professional and Ethical Practice	LAWS5107 Evidence	Option unit	Option unit
	Semester 2	LAWS5115 Procedure	LAWS5104 Corporations Law	LAWS5105 Remedies	LAWS5102 Administrative Law

### For exchange in Year 3, Semester 1

Year 1	Semester 1	LAWS4101* Foundations of Law & Lawyering	LAWS4102 Criminal Law	LAWS4103 Contract	LAWS4104 Property
	Semester 2	LAWS4106 Torts	LAWS4107 Land Law	LAWS4108 Foundations of Public Law	LAWS4110 Legal Interpretation
Year 2	Semester 1	LAWS5109* Ethical Dispute Resolution	LAWS5103 Equity & Trusts	LAWS5101 Constitutional Law	LAWS5107 Evidence
	Semester 2	LAWS5102 Administrative Law	LAWS5104 Corporations Law	LAWS5105 Remedies	JD Option unit
Year 3	Semester 1	Exchange option unit	Exchange option unit	Exchange option unit	Exchange option unit
	Semester 2	LAWS5115 Procedure	JD Option unit	JD Option unit	
	Pre-Semester 1	LAWS5108*+ Professional and Ethical Practice			

+ Depending on the timing of the exchange, it may alternatively be possible to take LAWS5108 Professional and Ethical Practice in February of year 3.

### For exchange in Year 3, Semester 2

Year 1	Semester 1	LAWS4101* Foundations of Law & Lawyering	LAWS4102 Criminal Law	LAWS4103 Contract	LAWS4104 Property
	Semester 2	LAWS4106 Torts	LAWS4107 Land Law	LAWS4108 Foundations of Public Law	LAWS4110 Legal Interpretation
Year 2	Semester 1	LAWS5109* Ethical Dispute Resolution	LAWS5103 Equity & Trusts	LAWS5101 Constitutional Law	JD Option unit
	Semester 2	LAWS5102 Administrative Law	LAWS5104 Corporations Law	LAWS5105 Remedies	LAWS5115 Procedure Option unit
Year 3	Semester 1	LAWS5108* Professional and Ethical Practice	LAWS5107 Evidence	JD Option unit	JD Option unit
	Semester 2	Exchange option unit	Exchange option unit	Exchange option unit	Exchange option unit

## **Enrolling in a Masters Unit**

The Law School offers a wide variety of option units in the Juris Doctor. We are mindful however, that students may have an interest in areas of Law which are not covered by these options. All JD students can take one approved Masters unit over the course of their degree. Approved units will differ from year to year based on availability. The application form which lists the approved units for 2025 can be found on the JD website.

## **External Commitments**

The JD curriculum has been purposefully designed to scaffold sequential knowledge and skills progression, and may be completed in three years full-time or on a part-time basis. Those who undertake or apply for external work, clerkships, travel or sporting commitments are expected to plan these around their studies. In the absence of exceptional circumstances, these commitments are not accepted as grounds for a variation in the prescribed sequence of units, or as valid reasons for timetable changes, swapping tutorials, modified assessment plans, the waiving of prerequisites or variation from the prescribed course structure.\* In making a decision as to whether to complete the JD on a full or parttime basis, students must be aware that the estimated time commitment for a standard full-time enrolment is approximately 40 hours per week (over each 12 week semester), excluding examinations. Each unit, including intensive units in non-standard teaching periods, requires an overall time commitment of 150 hours.

\* Students accepted into the UWA Elite Athletes Program, or who undertake exchange or other commitments which involve official representation of the Law School or the University, may seek approval from the Deputy Head of School (Students) for a variation in the prescribed course structure.

# Assessment Policy

## Academic Integrity

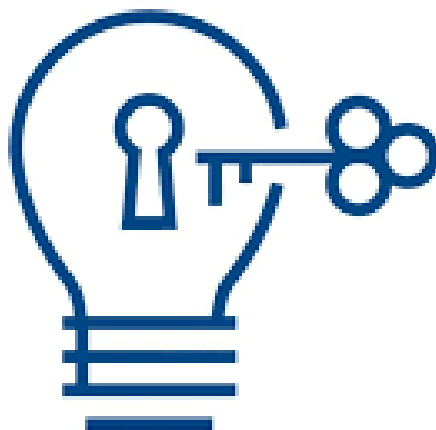
Students must comply with their academic integrity obligations under the [University Policy on Academic Integrity](#). All students should make themselves familiar with the policy and consequences of breaching the policy. Legal education is generally a passageway to careers in law. The standards of responsibility for that service are high and exacting. A finding of academic misconduct may have grave implications for students wishing to practice law, will have to be disclosed in a Graduate's application for admission to Legal Practice, which may result in them being denied a practicing certificate.

## Intellectual Property

Students are reminded of their obligations under the [University's Policy on Lecture Capture](#).

- 3.9. Students are not permitted to:
  - i. pass any lecture recordings to any other person by any means.
  - ii. publish, distribute, broadcast or sell any lecture recordings in any form (this includes, but is not limited to, the internet and hard copy publication).

Under clause 3.10 of this policy, student behaviour of this type is a breach of the University's copyrights and constitutes misconduct in accordance with Statute 17: Student Discipline and the Regulations for student conduct and discipline.



## Participation Mark Criteria

The assessment criteria and the objectives of the participation mark are to promote:

- engagement,
- preparation,
- understanding,
- reflection,
- responsible tutorial membership; and
- quality of contribution to the tutorial.

*Engagement* will most obviously be in speaking but a student might also be engaged whilst listening. This might especially be the case for students who are by nature quieter. They may be engaged, though speak less often.

*Preparation* might be evident in the quality of answers and comments in discussion both with peers or in a group.

*Understanding* of the issues raised in tutorials will most commonly be demonstrated through a student's overall contribution to the tutorial discussion, including small group discussions within a tutorial, whether by way of answering questions, asking questions, making observations, or listening and responding to other students.

*Reflection* on the issues (and preparation) might be evident in the student drawing on material outside the material directly related to the tutorial problem, perhaps from other topics in the course and in questions asked during (or even after) the tutorial seminar;

*Responsible tutorial membership* refers to the respect given to other student's comments and refraining from attempting to dominate the discussion.

*Quality* refers to participation being about the quality not necessarily the quantity of contributions (where 'quality' means considered and reflective contributions – you are allowed to make mistakes!). The aim of including this component is to encourage unselfconscious discussion amongst students, not an atmosphere of assessment.

## Feedback

The Law School makes every effort to comply with the [University's Assessment Policy](#), including in relation to feedback.

In relation to clause 15.5(a) requiring that “feedback must be prompt, being provided in a standard semester teaching period within 15 University working days of the assessment item's published submission date”, wherever possible a mark and targeted individual feedback will be provided within the 15 day deadline. Where, for exceptional reasons, this cannot occur, general feedback will be provided to students based on the papers assessed as at the 15 day date, with marks and individual feedback being released within 20 University working days.

## **Group Work - Guidelines for Students**

Group work teaches students important skills that are useful for the workforce, such as communication, leadership, problem solving and teamwork. Being able to successfully work in groups is an important skill for the workforce.

When working in groups, group members must always respect each other and try to keep an open mind. They should also try to be flexible, when needed, and able to change to accommodate their group members' needs.

### **Group Communication**

Group members must try to respond to any communication from a group member in a timely manner.

### **Group Meetings**

At the first group meeting, it may be helpful to state the group's goals and objectives and create a time line for completing tasks. Each group member has their own strengths that they bring to the project. It may be helpful to discuss each student's strengths.

It is important to decide early on which group member will complete which part of the project. Group members should each undertake a similar amount of work.

All group members should arrive on time for group meetings.

If a group member cannot attend a meeting, they must let all group members know and ensure that they contact a group member after the meeting to ask about what occurred at the meeting.

### **Disagreements among Group Members**

If there are disagreements among group members, group members should try to work it out for themselves before contacting a member of academic staff. Some possible ways to solve the disagreement are: have a group vote on the issue/s, brainstorm ideas to solve the dispute and try to compromise through negotiation. If the disagreement cannot be resolved, then a group member should contact their unit coordinator as soon as possible and ask for help to resolve the issue.



## Due dates & late penalties

Assignment due dates are strictly enforced and late penalties are applied according to University policy (currently 5% of the available marks for each day the assignment is late). In order to provide timely feedback, there will be a date after which NO assignments can be accepted (ordinarily 15 business days after the original due date, but it may be sooner). This applies whether you have Exceptional Variation of Assessment [EVA] or not (ie EVA cannot be granted past a certain date). The Student Office and/or your UniAccess Officer can get in touch with the Unit Coordinator to check the maximum length of extensions available - make sure you comply with any revised deadlines.

### Late submission of Assignments: Extract from UWA Policy

Normally, a penalty of 5 percent of the total mark allocated for the assessment item is dedicated per day for the first 7 days (including weekends and public holidays) after which the assessment is not accepted.

Introduced in Semester 2 2025, the EVA Policy provides a penalty waiver. This means that if you submit within that 48 hours period, the assessment item will be marked late but the late penalty will not be applied. After 48 hours, the accrued penalty will apply, i.e. a 15% deduction will be applied on Day 3 (after 48 hours), with an additional 5% per day after that (to day 7).

The EVA Policy may apply different rules in relation to UAAP, non-timed, and group assessments, as well as assessments with an approved extension. See the EVA Policy for further details- <https://www.uwa.edu.au/students/your-studies/exceptional-variation-of-assessment>

### Penalty for exceeding word limit: Extract from UWA Policy

Where a submitted assignment exceeds the word limit, a penalty of 1 per cent of the total mark allocated for the assessment task applies for each 1 per cent in excess of the word limit, or the marking ceases once the word limit is reached.





## Maximum Extension

For all LAWS units except LAWS5115 Procedure, **the maximum permissible extension for any assessment under EVA is up to 3 calendar weeks from the assessment's original due date and time.** The **maximum permissible extension for any assessment in LAWS5115 Procedure under EVA is up to 2 calendar weeks** from the assessment's original due date and time. This is the total cumulative maximum extension permitted for an assessment piece.

So, if a student has been awarded an initial extension under EVA, and subsequently applies for a further extension, the maximum extension they are eligible for under EVA is the difference between 3 calendar weeks (or 2 calendar weeks for LAWS5115 Procedure) and the length of the extension previously awarded under EVA.

**Extension requests that go beyond the maximum permissible time frame will only be considered for late withdrawal without academic penalty if eligible for EVA.**

Eligible assessments that are submitted after 3 calendar weeks (or 2 calendar weeks for LAWS5115 Procedure) from the original due date and time will not be accepted and will not be marked. The student will be advised to withdraw from the unit.

This policy does not apply to applications to defer final examinations.



## Standard assessment submission requirements

Students should adhere to the following assessment submission requirements unless your Unit Coordinator stipulates otherwise:

1. Use the anonymous cover sheet for submitting your assessment, which should be available on LMS. Submit your assessment as one document including the cover sheet.
2. Where applicable, use footnotes rather than endnotes or in-text referencing. The footnotes should be in accordance with the Australian Guide to Legal Citation 4th edition.
3. Word count: the paper should specify the word count of 1) the body of the assessment piece and 2) footnotes.
4. Bibliography: assessments such as research papers should include a bibliography in the format outlined in the Australian Guide to Legal Citation 4th edition.
5. Assessment pieces should follow the style guidelines contained in the Australian Guide to Legal Citation 4th edition.
6. Save your file using your student number only. Always use your student number only when uploading or naming your files while in LMS.
7. Submit assessments in Word format, using 12pt font and minimum 1.5 line spacing.
8. Headings are optional but basic headings are encouraged for clarity and coherence.
9. You are strongly encouraged to submit your assessment piece in a draft submission portal prior to the final deadline to check for similarities which may be detected in Turnitin. Do this with plenty of time to make any necessary changes.
10. Leave yourself plenty of time to submit to allow for slow upload time, computer glitches, etc. These are not bases for special consideration for an extension.
11. Check you have received a receipt for submission of your work. If you do not, you likely have not properly submitted. Please see the student Turnitin guide for further details at <http://guides.library.uwa.edu.au/c.php?g=325421&p=2177452>.  
Timestamp = submission time.



## **Policy on Review of Assessment Outcome**

The University's policy for Reviews and Appeal of Academic Decisions relating to students can be found [here](#).

Students wishing to seek review of an assessment outcome, final grade or mark should first discuss any concerns with the original decision-maker (typically the Unit Co-ordinator).

In accordance with University policy:

- Students may only request a review of an assessment outcome if it has a weighting of 20% or more or is a failed component.
- For an assessment item with a weighting of less than 20%, errors of marking process (meaning error(s) in calculation of overall marks, and identifiable segments of work not marked) are dealt with directly by the Unit Coordinator(s).
- Students may request a review of an assessment outcome on one of the following two grounds:
  1. Irregularity in marking standard; OR
  2. Errors of marking process in determining the outcome of an assessment.
- The below circumstances are not grounds for a review and should not be used:
  1. Existence of a margin between a mark received and a mark that would result in a higher final grade in the unit. In other words, staff should not be asked to 'find' an extra mark so as to move a student to the next grade bracket.
  2. Disagreement by the students with the academic judgement of assessors.

Please note that the above applies to the University's formal process for Review and Appeal of Academic Decisions. This does not limit student ability to request feedback on assessed work, including feedback as to the basis for a mark or ways in which a student might improve their work moving forward. Students may raise these queries with Unit Coordinators or relevant teaching staff.