Bachelor of Laws

Student Handbook

(2015 to 2017 cohort & 2014 to 2016 transfer)
Table of Contents

OVERVIEW ........................................................................................................................................................................3

CURRICULUM ........................................................................................................................................................................3

- UNIVERSITY CORE (3 course units) ................................................................................................................................. 3
- ASIAN STUDIES cluster (choose 1 course unit)* .................................................................................................................... 3
- GLOBALISATION cluster (choose 1 course unit)* .................................................................................................................... 3
- MODES OF THINKING cluster (choose 1 course unit) .............................................................................................................. 3
- GENERAL EDUCATION COURSE (1 course unit) ...................................................................................................................... 4
- SMU Elective (1 course unit) .................................................................................................................................................. 4
- LAW Core (17.5 course units) .............................................................................................................................................. 4
- LAW Electives (choose 8.5 course units) .............................................................................................................................. 5
- LAW-related Courses (2 course units) ................................................................................................................................. 6
- FINISHING TOUCH (FT) Programme (7 Compulsory Workshops) – Graduation Requirement .......................................... 6
- INTERNSHIP Programme (10-week Attachment) – Graduation Requirement ................................................................. 7
- COMMUNITY SERVICE (Centre for Social Responsibility) .................................................................................................. 9
- PRO BONO SERVICE FOR LAW STUDENTS ..................................................................................................................... 9

COURSE SEQUENCE ................................................................................................................................................................. 11

DOUBLE DEGREE PROGRAMME (DDP) ........................................................................................................................................ 12

SECOND MAJOR ......................................................................................................................................................................... 13

INTERNATIONAL EXCHANGE PROGRAMME ......................................................................................................................... 13

OASIS ...................................................................................................................................................................................... 15

IMPORTANT TO NOTE .............................................................................................................................................................. 16

SCHOOL CONTACT ................................................................................................................................................................. 16
OVERVIEW

The SMU School of Law undergraduate curriculum leads to the award of the degree of Bachelor of Laws. The objective of this programme is to produce law graduates who have contextualized legal expertise and the ability to think across disciplines and geographical borders. In terms of pedagogy, SMU's seminar-style learning will be put to good effect to nurture students who are confident, articulate and analytically agile.

CURRICULUM

The Bachelor of Laws (LL.B) programme is a 4-year programme. You are required to complete a total of 36 course units and an internship programme. Please note that the curriculum for the University has been revamped and takes effect from AY 15/16.

University Core (3 course units)

1. Business, Government & Society
2. Ethics & Social Responsibility
3. Leadership & Team Building

Asian Studies cluster (choose 1 course unit)*

1. Chinese Contract Law
2. Law Study Mission to Asia
3. Law & Policy of Ethnic Relations in Singapore
4. Introduction to Chinese History, Culture, Economy, Politics and Law
5. Capital Markets Law in Asia
6. Foundations of ASEAN law and policy

* Note: Only Law electives are listed, but not exhaustive, and not all listed courses will be offered in each academic year. Refer to the Course Catalogue on the list of courses in this cluster.

Globalisation cluster (choose 1 course unit)*

1. International Comparative Criminal Justice
2. International Law and Global Politics
3. Law Study Mission (to non-Asian country)
4. Global Issues in Trade, Law & Development
5. World Trade Organization: Law and Policy
6. Law & Society
7. Public International Law

* Note: Only Law electives are listed, but not exhaustive, and not all listed courses will be offered in each academic year. Refer to the Course Catalogue on the list of courses in this cluster.

Modes of Thinking cluster (choose 1 course unit)

1. Managing in a Volatile, Uncertain, Complex and Ambiguous Context (1 course unit)
2. Critical Thinking in the Real World (1 course unit)
3. Creative Thinking (0.5 course unit)
4. Analytical Skills (0.5 course unit)

**General Education Course** (1 course unit)

Any 1 course unit from the General Education electives

**Note:** With effect from AY 2015-16, 1 course unit in the General Education elective is compulsory. No exemption will be granted under the LL.B single-degree programme.

**SMU Elective** (1 course unit)

Any 1 course unit from the undergraduate curriculum in SMU (including a law elective)

**Note:** Language course, foundation course, exempted course or course taken overseas cannot be mapped to the SMU elective.

**Law Core** (17.5 course units)

1. Commercial Conflict of Laws
2. Comparative Legal Systems
3. Constitutional & Administrative Law (1.5 course units)
4. Contract Law 1
5. Contract Law 2
6. Corporate Law
7. Criminal Law (1.5 course units)
8. Law of Business Organisations
9. Law of Equity & Trusts (1.5 course units)
10. Law of Evidence
11. Law of Property (1.5 course units)
12. Law of Torts (1.5 course units)
13. Legal Research & Writing
14. Legal System, Legal Method & Analysis
15. Legal Theory & Philosophy

^ Please note that filing an I-grade can have serious implications for your progression in respect of the LL.B studies, even if you have successfully filed for an I-grade for a Core course, particularly where the Core course is a pre-requisite for an advanced course. For instance, if you successfully file for an I-grade for Contract 1, you will not be able to proceed to take Contract 2 (without having successfully passed Contract 1) unless special dispensation is obtained. Likewise, if you successfully file for an I-grade for Law of Business Organisations, you will not be able to proceed to take Corporate Law (without having successfully passed Law of Business Organisations) unless special dispensation is obtained.

An "F" grade in a course will remain on your transcript permanently and will be factored in when calculating your GPA. If you retake the course at a future time, both the old and new grades will be reflected in the transcript. The new grade will be counted towards your GPA and you will receive credit for the repeated course. If you receive an "F" grade in a required course, you must retake that course. If you receive an "F" grade in a non-required course, you may either repeat the course or substitute it with another.
Law Electives (Choose 8.5 course units)

1. Advocacy
2. An Introduction to International Banking and Financial Regulation (0.5 course unit)
3. Appellate Practice in Civil Litigation (0.5 course unit)
4. Banking Law
5. Comparative Law of Sales
6. Complex International Litigation
7. Competition Law
8. Construction Law
9. Contract Negotiation and Drafting
10. Corporate Crime
11. Corporate Insolvency Law
12. Domestic and International Sales
13. Drafting in Corporate Practice (0.5 course unit)
14. Drafting of Commercial Agreements (0.5 course unit)
15. Economic Analysis of Law
16. Family Law
17. Financial & Securities Regulation
18. Foreign Direct Investment Law & Practice
19. Information Technology & the Law
20. Insurance Law
22. Intellectual Property Law
23. International and Comparative Criminal Justice
24. International Arbitration Practice
25. International Commercial Arbitration
27. International Construction Law
28. International Law and Global Politics
29. International Moots
31. Introduction to Civil Procedure (0.5 course unit)
32. Islamic Commercial Law
33. Joint Venture Law (Singapore – Indonesia)
34. Jurisprudence: Modern & Critical Theories of Law
35. Law and Policy of Ethnic Relations in Singapore
36. Law & Regulation
37. Law and the Changing Media Environment
38. Law of Corporate Finance
39. Law of Cybercrime and Digital Investigations
40. Law of International Trade
41. Law of Mergers & Acquisitions
42. Law Study Mission
43. Legal and Commercial Principles in Project Financing Transactions
44. Legal Issues in E-commerce
45. Negotiation & Mediation for Lawyers
46. Pre-trial Practice in Civil Litigation (0.5 course unit)
47. Principles of Singapore Income Tax
48. Principles of Taxation of International Business Transactions
49. Public International Law
50. Public International Law and Domestic Law: International Commerce
51. Shipping & Admiralty Law
52. Trade & Investment Law
53. WTO : Law and Policy
54. Directed Research

(Other electives may be offered from time to time. Not all electives will be offered in each academic year.)

Note: Only LL.B electives with LAW as the prefix in the course codes are counted as law electives. Courses with course codes e.g. LGST, FNCE, etc as prefix cannot be used to fulfil the requirement of law electives.

Law-related Courses (2 course units)

- Financial Accounting for Law
- Finance for Law

To hone the legal writing skills of the students, from Year 2 onwards, each student will be required to submit a substantial individual written assignment of about 2,000 to 3,000 words for one of the law courses read in each term. The total number of research papers required for graduation is 4.

Finishing Touch (FT) Programme (7 Compulsory Workshops) – Graduation Requirement
The Finishing Touch (FT) programme, administered by Dato’ Kho Hui Meng Career Centre (DKHMCC), consists of a series of Career Preparation & Enrichment workshops to prepare students for internships, job applications and necessary skills for future career success.

Programme Outline:

<table>
<thead>
<tr>
<th>Year One Compulsory FT Workshops</th>
</tr>
</thead>
<tbody>
<tr>
<td>FTW 101</td>
</tr>
<tr>
<td>FTW 102</td>
</tr>
</tbody>
</table>

*Note: FTW101 and FTW 102 are pre-requisites for enrolment into Year Two FT Workshops.*

<table>
<thead>
<tr>
<th>Year Two Compulsory FT Workshops (a series of five consecutive workshops)</th>
</tr>
</thead>
<tbody>
<tr>
<td>FTW 201</td>
</tr>
<tr>
<td>FTW 202</td>
</tr>
<tr>
<td>FTW 203</td>
</tr>
<tr>
<td>FTW 204</td>
</tr>
<tr>
<td>FTW 205</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year Three/ Four Optional FT Workshops</th>
</tr>
</thead>
<tbody>
<tr>
<td>FTW 301</td>
</tr>
<tr>
<td>FTW 302</td>
</tr>
<tr>
<td>FTW 303</td>
</tr>
<tr>
<td>FTW 304</td>
</tr>
</tbody>
</table>

Students must successfully complete the compulsory Year 1 and Year 2 FT workshops as part of the fulfilment of their graduation requirements.
Internship Programme (10-week Attachment) – Graduation Requirement

Dato’ Kho Hui Meng Career Centre (DKHMCC) manages all internship placements for students at SMU.

Students from the LL.B Programme are required, without exception, to undertake 10 weeks of internship with:

- Law firms;
- the Singapore Legal Service; and/or
- legal departments of government-linked corporations, multi-national and other corporations, regulatory bodies, government ministries, and other organisations.

The Internship aims to acquaint students with the practical workings of the legal system and the realities of legal practice in the private and public sectors.

Students are allowed to intern with a maximum of 3 partners to satisfy the 10-week legal internship requirement. However, students are generally encouraged to undertake internships with firms/organizations that provide for internships of at least 4 weeks for an optimal experience.

Only internships undertaken after completion of the second year of the LL.B. programme (4 terms) will be counted towards the 10-week graduation requirement. Double Degree students are to ensure that they satisfy the criteria of internship set for both primary and secondary degree programmes as part of the fulfilment of their graduation requirements. Students from LL.B.-Acc and LL.B.-IS, can undertake internships that count towards their graduation requirements after completion of Year 2, Term 1 LL.B. Programme.

The law school recognizes many law firms and organizations as approved internship partners. The list of partners is continually being updated.

For the list of partners for the internship programme, visit [http://law.smu.edu.sg/programmes/internship-law](http://law.smu.edu.sg/programmes/internship-law)

Firms/Organizations Listed as Our Internship Partners

Students **DO NOT** need to seek approval from Associate Dean (Student, Alumni & Staff Affairs).

Students are required to do the following before the start of their internship:

- Apply via OnTRAC II as a self-proposed Internship.
- Upon submission via OnTRAC II, students need to email to the Dato’ Kho Hui Meng Career Centre at placement@smu.edu.sg for the application to be processed.

Firms/Organizations Not Listed as Our Internship Partners

LL.B. students who wish to intern at firms and organizations not listed as our internship partners are required to email llbinternships@smu.edu.sg to seek approval from Associate Dean (Student, Alumni & Staff Affairs) **before** the start of their internship. Applications will be considered on a case-by-case basis.

Students are required to provide the following mandatory information for consideration:

1. The firm’s/organization’s website link, and if this is not available, the details of the firm;
2. Name and appointment of supervisor;
3. Nature and detailed scope of the work during the proposed internship stint; and
4. Start and end dates of the proposed internship stint.

Factors for consideration include, but are not limited to:
- Supervisor: Should have more than 5 years of post-qualification legal experience.
- Job Scope: There must be substantial legal content.
- Supervisor-to-Intern Ratio: Preferably 1-to-1
- Feedback: The supervisor would need to provide feedback on the performance of the intern at the end of the internship.
- Working Hours: The internship must be full-time and not during school term.

Upon obtaining the approval, students need to do the following before the start of your internship:
- Apply via OnTRAC II as a self-proposed internship. Details are listed at page 20 of the Internship Guide 2011/12 edition.
- Upon submission via OnTRAC II, students need to email to the Dato' Kho Hui Meng Career Centre at placement@smu.edu.sg for the application to be processed. Students must ensure that the approval granted by Associate Dean (Student, Alumni & Staff Affairs) is attached to the email.

**Important**: Students are reminded that there will be **NO RETROSPECTIVE** approvals granted.

**DKHMCC Internship Guidelines**

Full-time matriculated students, with the exception of LL.B.-Acc and LL.B.-IS students, can start their internship after successfully completing four terms and having attended an internship briefing.

To have a successful internship, do prepare and plan ahead. Below are some points to note:
- Students may source for their own internship, or browse through the internship opportunities on OnTRAC II.
- Prior approval must be attained for all self-sourced internships before embarking on the stint.
- For self-sourced internships, students must submit a self-proposal via OnTRAC II for DKHMCC’s approval. The same guidelines and process will apply to students with internship obligations as part of their scholarship.
- Overseas Internships require valid visa and travel insurance before DKHMCC’s approval can be granted.
- The approved internship(s) must be carried out on a full-time basis for a total of **10 weeks**, adding up to 400 hours (with the exception granted for public holidays within some weeks).

**Internship Periods**
Students are encouraged to undertake their internships during the Summer/Winter vacation *.

*During term-time, Leave of Absence (LOA) for the sole purpose of undertaking an internship is generally not granted.

**Internship Grading**
- **Internship Report**
At the end of the internship, students must submit an internship report **within one month** from the last day of the internship stint. Graduating students are to note the cut-off date for graduation and work out the internship report submission deadline accordingly; bearing in mind a 2-week lead time is required for the
evaluation of the internship report. To complete the internship report, students are to access the report via OASIS>Career Devt & Comm Svcs > Participation and Grading Details.

- **Performance Appraisal**
  A performance appraisal will be required of the Supervisor / Reporting Officer, under whose supervision the student completed the internship, for feedback on the student’s performance.

Where a student scores below average in his/her "Overall Grading" in the Performance Appraisal, that internship placement will not be recognized towards the fulfilment of the required 10-week internship requirement.

An internship will be regarded as graded and complete only when submitted documents are assessed to be satisfactory and meeting the objectives of the internship programme, in which case the internship will be given an overall “pass” grade.

For more information, visit ontrac.smu.edu.sg; alternatively you may refer to OASIS > Career Devt & Comm Svcs> Internship

**Community Service (Centre for Social Responsibility)**

Students are required to perform a minimum of 80 hours of community service. This is to inculcate in students the value of being responsible and civic-minded citizens of society. Thus, they are encouraged to start their community service attachment early, preferably in the first year of their study.

The Centre for Social Responsibility (C4SR) oversees the community service initiatives of SMU students and guides and mentors them to undertake local or overseas service learning projects that are meaningful and sustainable.

As preparation for community service projects are essential, students must first attend the compulsory Community Service Briefing conducted by C4SR. This briefing sets the tone for community service as an SMU graduation requirement, without which the community service rendered will not be acknowledged for the fulfilment of the graduation requirements.

Students may work with a maximum of three organizations to fulfil the 80 hours of community service. At the end of the attachment, the Host Organizations are required to appraise the students’ performance.

After completing the 80-hour requirement, students must submit a written report through SMU Oasis. Students’ community service will be regarded as graded and complete only when submitted documents are assessed to be satisfactory and meeting the objectives of the community service programme, in which case the Community Service will be given an overall "pass" grade.

For more information, please refer to OASIS >Career Devt & Comm Svcs> Community Service.

**Pro Bono Service for Law Students**

All LL.B. students matriculating from academic year 2013/2014 onwards are required to serve a minimum of 20 hours of SILE-approved pro bono service. The 20 SILE-approved pro bono service hours may count towards the 80 hours of general community service, and hours in excess of 20 pro bono service hours may
also be counted for general community service purposes. However, the converse is not true: general community service in excess of 60 hours may not be substituted for the mandatory pro bono service hours.

Pro bono service hours will be reckoned towards the graduation requirement if the pro bono service is performed after the completion of Year 1, Term 2. Pro bono hours committed prior to Year 1, Term 2 of the LL.B program will not count towards the graduation requirement.

Students who do not comply with this requirement will not graduate till compliance is achieved.

Please note that SMU imposes a pro bono black-out period during the exams months of April and November. During these “pro bono black-out periods” recruitment or participation in pro bono placements will not be done.

For more information, as well as the list of Core Agencies that currently offer SILE approved Pro bono opportunities to SMU students, please refer to http://centres.smu.edu.sg/pbc/
You are to note that the Law School will not add extra sections of designated junior and senior core courses to cater to backlogs. Students who do not follow the course sequence will have to extend beyond their 4th year of study to complete the required core courses. This will impact their continuation to the Part B examination and the start of their training contract with the law firms. There will also be no extension of tuition grants for students who extend beyond their 4th year of study due to non-adherence of the course sequence.

Double-degree programme (DDP) students (whether direct or transferred) are strongly advised to follow the course sequence, especially in their 3rd and 4th year of law study.

All law core courses are pre-assigned.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNIT</th>
<th>YEAR OF STUDY</th>
<th>OFFERED TERM</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAW101 CONTRACT LAW 1</td>
<td>1</td>
<td>FRESHMAN</td>
<td>T1</td>
</tr>
<tr>
<td>LAW103 CRIMINAL LAW</td>
<td>1.5</td>
<td>FRESHMAN</td>
<td>T1</td>
</tr>
<tr>
<td>LAW104 LEGAL SYSTEM, LEGAL METHOD &amp; ANALYSIS</td>
<td>1</td>
<td>FRESHMAN</td>
<td>T1</td>
</tr>
<tr>
<td>MODES OF THINKING CLUSTER</td>
<td>1</td>
<td>FRESHMAN/SOPHOMORE</td>
<td>T1/T2</td>
</tr>
<tr>
<td>BUSINESS, GOVERNMENT &amp; SOCIETY</td>
<td>1</td>
<td>FRESHMAN</td>
<td>T1/T2</td>
</tr>
<tr>
<td>LEADERSHIP &amp; TEAMBUILDING</td>
<td>1</td>
<td>FRESHMAN</td>
<td>T1/T2</td>
</tr>
<tr>
<td>LAW102 CONTRACT LAW 2</td>
<td>1</td>
<td>FRESHMAN</td>
<td>T2</td>
</tr>
<tr>
<td>LAW105 LAW OF TORTS</td>
<td>1.5</td>
<td>FRESHMAN</td>
<td>T2</td>
</tr>
<tr>
<td>LAW106 LEGAL RESEARCH &amp; WRITING</td>
<td>1</td>
<td>FRESHMAN</td>
<td>T2</td>
</tr>
<tr>
<td>ASIAN STUDIES CLUSTER</td>
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<td></td>
</tr>
<tr>
<td>LAW201 LAW OF BUSINESS ORGANISATIONS</td>
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<td>SOPHOMORE</td>
<td>T1</td>
</tr>
<tr>
<td>LAW202 LAW OF PROPERTY</td>
<td>1.5</td>
<td>SOPHOMORE</td>
<td>T1</td>
</tr>
<tr>
<td>LAW203 COMPARATIVE LEGAL SYSTEMS</td>
<td>1</td>
<td>SOPHOMORE</td>
<td>T1</td>
</tr>
<tr>
<td>FINANCIAL ACCOUNTING FOR LAW^</td>
<td>1</td>
<td>SOPHOMORE</td>
<td>T1</td>
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<tr>
<td>LAW204 CONSTITUTIONAL &amp; ADMINISTRATIVE LAW</td>
<td>1.5</td>
<td>SOPHOMORE</td>
<td>T2</td>
</tr>
<tr>
<td>LAW205 CORPORATE LAW</td>
<td>1</td>
<td>SOPHOMORE</td>
<td>T2</td>
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<td>FINANCE FOR LAW ^</td>
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<td>SOPHOMORE</td>
<td>T2</td>
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<tr>
<td>GLOBALISATION CLUSTER</td>
<td>1</td>
<td>ANYTIME</td>
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</tr>
<tr>
<td>LAW301 LEGAL THEORY &amp; PHILOSOPHY</td>
<td>1</td>
<td>JUNIOR</td>
<td>T1</td>
</tr>
<tr>
<td>LAW307 LAW OF EVIDENCE</td>
<td>1</td>
<td>JUNIOR</td>
<td>T1</td>
</tr>
<tr>
<td>LAW302 COMMERCIAL CONFLICT OF LAWS</td>
<td>1</td>
<td>JUNIOR</td>
<td>T2</td>
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<tr>
<td>GENERAL EDUCATION ELECTIVE</td>
<td>1</td>
<td>ANYTIME</td>
<td></td>
</tr>
<tr>
<td>LAW303 LAW OF EQUITY &amp; TRUSTS</td>
<td>1.5</td>
<td>SENIOR</td>
<td>T2</td>
</tr>
<tr>
<td>LAW001 ETHICS &amp; SOCIAL RESPONSIBILITY</td>
<td>1</td>
<td>SENIOR</td>
<td>T2</td>
</tr>
<tr>
<td>LAW4XX LAW ELECTIVE 1</td>
<td>1</td>
<td>JUNIOR/SENIOR</td>
<td>T1/T2</td>
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<tr>
<td>LAW4XX LAW ELECTIVE 2</td>
<td>1</td>
<td>JUNIOR/SENIOR</td>
<td>T1/T2</td>
</tr>
<tr>
<td>LAW4XX LAW ELECTIVE 3</td>
<td>1</td>
<td>JUNIOR/SENIOR</td>
<td>T1/T2</td>
</tr>
<tr>
<td>LAW4XX LAW ELECTIVE 4</td>
<td>1</td>
<td>JUNIOR/SENIOR</td>
<td>T1/T2</td>
</tr>
<tr>
<td>LAW4XX LAW ELECTIVE 5</td>
<td>1</td>
<td>JUNIOR/SENIOR</td>
<td>T1/T2</td>
</tr>
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<td>LAW4XX LAW ELECTIVE 6</td>
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<td>T1/T2</td>
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<td>LAW4XX LAW ELECTIVE 7</td>
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<td>T1/T2</td>
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<td>LAW4XX LAW ELECTIVE 8</td>
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<td>T1/T2</td>
</tr>
<tr>
<td>LAW4XX LAW ELECTIVE 9</td>
<td>0.5</td>
<td>JUNIOR/SENIOR</td>
<td>T1/T2</td>
</tr>
</tbody>
</table>
ANY SMU UNDERGRAD COURSE (INCLUDING LAW ELECTIVES) 1 ANYTIME
TOTAL UNITS 36

^Year 2 (Sophomore) students will be preassigned ACCT105 Financial Accounting for Law unless you are in the double-degree programme – LL.B/BBM or BAcc; or you have declared a second major that requires ACCT101/111 Financial Accounting.

^Year 2 (Sophomore) students will be preassigned FNCE103 Finance for Law unless you are in the double-degree programme – LL.B/BBM or BAcc; or you have declared a second major that requires FNCE101 Finance.

DOUBLE DEGREE PROGRAMME (DDP)

The School of Law offers an opportunity for outstanding SMU students to enrol in the law double-degree programmes (DDP). The law DDP is only available to a small number of very good students on a competitive basis. It entails five years of full-time study, and the number of law electives that the students must read will be the same as for the single degree. Some law DDP students may have to undertake two internships to meet both degrees’ requirements. For example, a LL.B – BAcc DDP or a LL.B – BSc (IS) DDP student would have to undertake a law internship as well as an accountancy or an information systems internship respectively. Law students applying for DDP would require a good pass in Mathematics at H1 level.

Under the double degree programme*, a student can graduate in five years with two degrees in:

- Law & Accountancy (LL.B & BAcc)
- Law & Business Management (LL.B & BBM)
- Law & Economics (LL.B & BSc (Econ))
- Law & Information Systems (LL.B & BSc (IS))
- Law & Social Sciences (LL.B & BSocSc)

*Students who passed the Legal Research & Writing course would not be required to take Programming in Writing and Reasoning.

Please refer to OASIS (the student portal) on the ‘Policies on Double Degree Programme’.

A DPP student must complete a minimum number of courses to fulfil the degree requirements for both programmes. Please refer to the table below on the minimum number of course units required.

<table>
<thead>
<tr>
<th>LL.B +Secondary Degree in:</th>
<th>Minimum Number of Course Units Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>BAcc (Students who passed Law of Business Organisations and Corporate Law would not be required to take Company Law)</td>
<td>56</td>
</tr>
<tr>
<td>BBM (Students who passed Contract Law 1, 2 and Law of Torts would not be required to take Business Law)</td>
<td>50</td>
</tr>
<tr>
<td>BSc (Econ)</td>
<td>53</td>
</tr>
<tr>
<td>BSc (IS)</td>
<td>55</td>
</tr>
<tr>
<td>BSocSc</td>
<td>52</td>
</tr>
</tbody>
</table>
Refer to the Student Handbook of the respective programmes for the detailed curriculum. Go to OASIS > Study > Advisement & Curriculum to keep track of your progression. Make use of the Curriculum Worksheet as well as the Degree Progress Report (Course List What-if) to work out your study plan.

SECOND MAJOR

You may opt to do a second major offered by other schools. For details on the second majors and their requirements, please refer to OASIS > Academics > Advisement & Curriculum > Second Major Requirements.

The declaration of the second major is within the first 4 regular terms of study (inclusive of term on leave of absence and/or international exchange) via OASIS > Academics > Programmes & Majors > Declare Major.

INTERNATIONAL EXCHANGE PROGRAMME

SMU International Office manages all exchange programmes.

LL.B students who have attained a minimum GPA of 3.0 are eligible to apply to go on an exchange programme from Year 3 onwards, in Term 1 or Term 2 of an academic year, except that students are not allowed to do an exchange in the final semester of their studies. The school does not permit credit transfer of courses taken in summer and other external programmes.

LL.B students are only allowed to take Law Major Electives on the exchange. They also have the option of doing postgraduate law courses if LL.B courses are not available, subject to approval by the partner university.

LL.B students may not do school or university core/compulsory courses while on exchange, and courses taken on exchange cannot overlap with SMU’s core/compulsory courses and cannot be substantially similar to Law electives already taken or courses students plan to take when students return from the exchange.

Students are to map their Law Major Electives back to their Law Degree.

Double Degree Students

- Students with double degrees will need to follow the rules for both degrees.

- Law students doing double degrees may take non-law courses that satisfy the requirements of your second degree on the exchange. There are 2 options available:
  1) Students who wish to take a combination of law and non-law courses that satisfy the requirements of their second degree must choose the partner universities under the University-wide programmes.
  2) Students who wish to take only non-law courses that satisfy the requirements of their second degree must choose the partner universities in the General Overview List for all students.

Note the following for the second option:

- If law students wish to go on a non-law exchange, they must first seek approval from SOL.
- Students must also ensure that all their choices of partner universities are from the General Overview List. Students are not allowed to list Law-to-Law Exchange partners amongst their options when applying for exchange.
Students must also ensure that all the courses they wish to transfer back are non-law courses that satisfy the requirements of their second degree. They are not allowed to take a combination of law and non-law courses. If they do so, the law courses would not be transferable.

For credit transfer rates and modules requirements, students will abide by all exchange policies that apply to students of the school of their second degree (i.e. LKCSB, SOA, SOE, SOSS, SIS).

**THEMIS Programme**

LL.B students who have attained a minimum GPA of 3.20 are eligible for the THEMIS exchange programme. All students on the THEMIS programme are required to select their courses from a pre-approved list of THEMIS courses provided by the Host University, as well as to fulfil other requirements under the THEMIS programme in order to receive a THEMIS certification.

Students who have confirmed their placement under the THEMIS Programme are not allowed to change their exchange programme to a university-wide or law-to-law exchange programme.

**Requirements of THEMIS Certification**

1. Students must enroll in the THEMIS list of approved law courses.
2. Students must undertake a 6-weeks legal internship, with an international focus. For example, a student may undertake an internship in a foreign country, in an international law firm based locally, in the law department of an international company or an NGO with an international focus or an international organization. For THEMIS certification purposes, students must submit their internship details to llbinternships@smu.edu.sg to seek approval from Associate Dean (Students, Alumni & Staff Affairs), regardless of whether the firm is from the list of approved partners or not. This internship can be counted towards the 10-weeks requirement.
3. Students must write a research paper in lieu of participation in the THEMIS seminar, as the seminar usually takes place during SMU’s school term and is conducted at one of the European institutions in the THEMIS network.

**Credit Transfer Policy**

Students are allowed to transfer a maximum of 5 CUs worth of courses. Students who are going on a law-to-law exchange are only allowed to transfer Law Elective courses.

<table>
<thead>
<tr>
<th></th>
<th>Credit Transfer Policy</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asian Studies Cluster</td>
<td>Maximum 1 CU</td>
<td></td>
</tr>
<tr>
<td>Globalisation Cluster</td>
<td>Maximum 1 CU</td>
<td></td>
</tr>
<tr>
<td>General Education Course</td>
<td>Maximum 1 CU</td>
<td></td>
</tr>
<tr>
<td>Law Elective Courses</td>
<td>Maximum 5 CUs</td>
<td></td>
</tr>
<tr>
<td>Law Research Paper Component</td>
<td>Allowed</td>
<td>The school would review the research paper after the completion of student's exchange programme. Student is to submit the following documents, in hard copy, together with Annex A (in this document), SMU email address and Student ID.</td>
</tr>
<tr>
<td>Category</td>
<td>Status</td>
<td>Notes</td>
</tr>
<tr>
<td>--------------------------------------------</td>
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<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>2nd Major (optional)</td>
<td>Allowed</td>
<td>Please refer to International Office’s Credit Transfer Handbook.</td>
</tr>
<tr>
<td>2nd Degree Programme</td>
<td>Allowed</td>
<td>To refer to “INTERNATIONAL EXCHANGE PROGRAMME” &gt; “Double Degree Students”.</td>
</tr>
<tr>
<td>University Core Courses</td>
<td>Not allowed</td>
<td>No exemption.</td>
</tr>
<tr>
<td>Modes of Thinking</td>
<td>Not allowed</td>
<td>No exemption.</td>
</tr>
<tr>
<td>Law Core Courses</td>
<td>Not allowed</td>
<td>No exemption.</td>
</tr>
<tr>
<td>Law-related Courses</td>
<td>Not allowed</td>
<td>No exemption.</td>
</tr>
</tbody>
</table>

**Credit Transfer Handbook**

Law students are strongly encouraged to refer to the Credit Transfer Handbook as there may be updates to the policies/clauses from time to time: [https://oasis.smu.edu.sg/Pages/IO/ISEP---Credit-Transfer-Handbook.aspx](https://oasis.smu.edu.sg/Pages/IO/ISEP---Credit-Transfer-Handbook.aspx)

For further enquiries on exchange-related matters, please contact SMU International Office at isep.outbound@smu.edu.sg.

**OASIS**

OASIS (Online Access to Student Information System) is the student portal that hosts various self-service functions under different categories such as Study, Personal & Finances, Resources, Career & Jobs, Student Life and Schools & Community. It is a one-stop self-service centre for all things related to your student life in SMU.

Simply log in to OASIS at [https://oasis.smu.edu.sg](https://oasis.smu.edu.sg) and explore all the available functions. We encourage you to read and be familiar with the University’s Undergraduate Regulations & Procedures and Online
Registration of Courses by BOSS (Bidding Online SyStem). Do check for updates or announcements which will be posted in OASIS from time to time.

IMPORTANT TO NOTE

- **Recordings**: Prior permission must be obtained from the relevant instructor before taking photographs or making audio or video recordings during classes and consultations, even if such photographs and recordings are only for personal use.

- **Course outlines**: Unless specified to the contrary, instructors reserve the right to alter the course outlines from time to time and updated outlines will be posted on e-Learn as and when they are revised. You are required to take note of these changes. You are also responsible for completing the reading as set out in the course outline, seminar outlines and reading lists, even if the relevant instructor did not go through particular items during class, and you may be examined on any of that content.

- **Mooting Competitions and SMU Final Examinations**: SMU examinations take precedence over any competition schedule. Alternative examination arrangements would only be considered, should there be a conflict in schedule for participants representing Singapore in the Jessup Competition.

- **Academic honesty**: As future lawyers, you must adhere to the highest standards of ethical conduct: you are expected to adhere to the Code of Academic Integrity and avoid all kinds of academic dishonesty (including plagiarism). (This Code of Academic Integrity can be found in: Oasis > Regulations & Policies > Student Council of Discipline > Resources > Code of Academic Integrity).

- In addition, your attention is drawn to the speech of the Senior Minister of State for Law in Parliament on 21 January 2014 which is reproduced in pages 17 and 18. Please pay particular attention to the sections highlighted in yellow. You should especially note that your conduct in SMU may affect your suitability to be called to the Singapore Bar.

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Admission to Singapore Bar

6 Assoc Prof Tan Kheng Boon Eugene asked the Minister for Law (a) whether any persons have been denied admission to the Singapore Bar for misconduct or ethical breaches committed during their undergraduate law studies locally or overseas; and (b) whether there is a mechanism in place for our law schools to inform the relevant parties of persons who may not be suitable for admission to the Singapore Bar due to misconduct or gross ethical breaches during their undergraduate law studies.

The Senior Minister of State for Law (Ms Indranee Rajah) (for the Minister for Law): Madam, under the Legal Profession Act, an applicant cannot be admitted as an advocate or solicitor if he or she is not of good character. When applying for admission, the applicant has to affirm or swear by way of affidavit, facts that affect his suitability to practise as an advocate and solicitor. This includes any misconduct or ethical breaches. Additionally, the applicant must also exhibit in his affidavit a certificate of diligence from a Singapore law practice from which he received supervised training. The Singapore law practice cannot issue this certificate of diligence if it knows of any misconduct or ethical breaches that affect the applicant’s suitability for admission as an advocate and solicitor. The admission criteria do not distinguish between misconduct or ethical breaches which take place during or outside the course of an applicant’s undergraduate law studies.

The affidavit which the applicant affirms or swears by must be served on the Attorney-General, the Law Society and the Singapore Institute of Legal Education. They may file a notice of objection against the applicant should they determine that he is not of good character. Similarly, members of the public, including law schools, who may have knowledge of facts that have a bearing on the applicant’s unsuitability to practice, may also file a notice of objection within 30 days of the application for admission.

The agencies concerned do not keep records on the number of persons who were refused admission to the Bar on account of previous misconduct or ethical breaches.

Assoc Prof Tan Kheng Boon Eugene (Nominated Member): Madam, I appreciate the Senior Minister of State’s reply in affirming that ethical breaches even during the course of studies could impact upon one’s suitability for admission to the Bar. My question is whether the law schools are sufficiently apprised of this.

I know it might come as a surprise, but never in my career as a law academic have I known of academics being approached by the Law School to indicate whether such cases should be notified to the relevant agencies. When you ask the students, students also take the same view. They do not see their conduct or misconduct in the Law School as having any bearing on their suitability for practice.

I appreciate that affirmation, but I think there is a need to emphasise this and, of course, the question is: which is the relevant body? It is important because students think they can get away and many of the bad habits are learnt during the course of their undergraduate studies.

Ms Indranee Rajah: Madam, I thank the Member for his comments. Indeed, in order to become an advocate and solicitor and be called to the Bar, it is important that the applicant is of good character and the right suitability. Good character and right suitability do not start from the time you begin your training at a law practice. It is something which pertains to the essential individual character of that person and could be affected by matters which have occurred even before the applicant has made the application to be admitted to the Bar. This issue of character is not constrained in terms of time. What is important is that at the time that the application is made and heard, the Court has the opportunity to determine that the person is of the appropriate suitability to be admitted. After all, that person is going to have in his or her hands the practice of the law that affects the rights of individuals and the public at large. That is the first point.

The second point that the Member made was whether or not the law schools were aware of their ability to communicate their knowledge of any misconduct or ethical breaches. Members of the law school would also be lawyers and they should be acquainted with the law. In case they are not, I would direct their attention to Rule 28(1) of the Legal Profession (Admissions) Rules. These are the Rules which provide that any person — this includes a member of the public — may file a notice of objection to the application for admission to the Bar. Indeed, that is the purpose of the fact of the application being made public. Applications for admission to the Bar are put on the court website and the purpose of that is to give notice to everybody that this particular person has applied to be admitted to the Bar and, by the same token, anybody who intends to object can put in a notice of objection.

Certainly whilst this can be promulgated publicly, I would urge the law schools to look at the Rules and also, in the course of their discipline for the students, to encourage the students to remember that this issue of character relates not just to the time they make the application, but also before and even after they are called to the Bar.

Annex A

International Exchange Programme
Application to Map Law Research Paper Component

Name:
Student ID:
SMU Email Address:
Host University:

I would like to map the following course(s) with Law Research Paper Component.

<table>
<thead>
<tr>
<th>Include Course Title(s)</th>
<th>For office’s approval. (Please tick the appropriate box.)</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>□ Approved  □ Not Approved</td>
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</table>

I hereby disclosed that I have submitted the following details, together with this document.

1. Exchange Course Description
2. Topic and Requirement of the Research Paper
3. A copy of the marked Research Paper
4. The grade of the research paper

______________________________  _______________________
Signature                        Date

Application with insufficient documents would be rejected.

This document has been reviewed by Associate Dean.

______________________________  _______________________
Signature                        Date