



**DUKE UNIVERSITY LAW SCHOOL  
EXCHANGE GUIDE – 2020-2021**  
(Durham, North Carolina, USA)

**Contact Information**

International Studies Department  
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Web page: <http://www.law.duke.edu/international/>

**Contact person for incoming students**

Ms. Suzanne Brown  
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**Contact person for outgoing students**

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International Studies Program Coordinator  
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**Application Forms/Registration Package**

- Application available for download at <https://law.duke.edu/internat/appinformation/>
- Applicants are asked to submit application materials directly to our office (address above) in hard copy or e-mail format (LSAC is not available for exchange applicants)

**Required Documents**

- Application
- Resume
- Personal Statement
- 1 Recommendation Letter
- Transcript
- Signed Certification Letter
- TOEFL or IELTS Score Report

## **Application Deadlines**

- *Fall Semester: March 15*
- *Spring Semester: September 15*

## **Study program**

LLM (Law)

## **Courses Available**

Course offerings at Duke Law School may change from year to year and semester to semester. To review courses that will be taught in the coming semester, select that semester's "Class Schedule" link under "Schedules" at <http://www.law.duke.edu/curriculum>

Some courses are not available to LLM or exchange students. Exchange students should therefore have alternative courses selected and approved by their home university in case their first choices are not available. Exchange administrators are encouraged to check with the International Studies department in advance with questions about course content and appropriateness of particular courses for exchange students.

## **Language of Instruction**

English

Language requirements:

TOEFL – minimum IBT score of 98

IELTS – minimum overall band score of 7.0

Exchange students at Duke are combined with international students in the LLM program, and along with the LLM students, they are enrolled in courses with American JD students. All students are graded on the same scale. Please note that TOEFL and IELTS test scores must be less than two years old.

## **Required Credit Hours**

Exchange students coming to Duke Law School are required to be enrolled in a minimum of 8 credit hours per semester to maintain their full-time student visa status. Exchange students' home universities may require a higher number of credit hours but should be aware that the average credit hours of enrolment are 9-13 credit hours per semester. The number of courses this load represents will vary because courses carry different numbers of credit hours according to the length of time they meet each week.

## **Calendar**

- *Fall semester (Fall Term): August 17 – December 18*
- *Spring semester (Spring Term): January 7 – April 30*

## **Housing**

Duke Law School housing suggestions are made available to students via the Admitted Students Website, for which login and password information is issued after an admission offer is accepted.

## **Health Insurance**

Students with F1 or J1 visas are automatically enrolled in the Duke SMIP (Student Medical Insurance Plan). Complete information can be found at <https://studentaffairs.duke.edu/studenthealth/health-insurance>

## **Visa**

Visa information is distributed upon admission; exchange students are issued J-1 visas through Duke's Visa Services office

## **Orientation Program**

Fall Semester: August 17-21

Spring Semester: Schedule based on students' arrival dates and semester start date

## **Fees (Estimates)**

- Health Fee - \$417
- Health Insurance (mandatory) - \$1,855
- Law Bar Dues - \$55
- Graduate Student Activity Fee - \$19
- Graduate Student Services Fee - \$10
- Transcript Fee - \$40
- Recreation Fee - \$158
- Books & Supplies - \$500

Though tuition is waived between the partner universities, **students are responsible** for the above noted fees. Bills are issued and normally due before students arrive on campus to begin their program.

## **IMPORTANT INFORMATION**

Please insure that all exchange students planning to study at Duke Law School are made aware of the following:

- Exchange students, like all students at Duke Law School, will be expected to attend class regularly, as well as to participate in class discussions. Faculty members will make note of students with excessive absences and may refuse to allow such students to sit for exams.
- Because of our faculty members' requirements that all students function in the classroom at a graduate school level, we must limit exchange students to those

ambitious students who are eager to work hard and be successful at a top-level graduate program in law. We therefore have to require exchange students be advanced in their undergraduate law studies, have an academic record in the top 25% of their class, and have a TOEFL score of at least 98-100 or an IELTS score of at least 7.0.

- Students will **not** be able to drop classes or change to “auditing” status after the seventh week of the semester without penalty.
- Exchange students at Duke will be integrated into the LLM class as much as possible. Thus they will be oriented with LLM students and included on the LLM listserve to receive important announcements by email. Exchange students are not the same as LLM students in every regard, however. They do not receive Duke degrees and therefore are not subject to LLM graduation requirements, for example. In addition, the career counselling service offered by the Duke Law School Career Center is not available to them. Exchange students seeking career advice should confer with their home university’s career services offices.
- Duke Law School is not in the position to provide career support to exchange students. Though they are welcome to attend career-oriented events and workshops available to all LLM students, personalized career counselling, CV review, and ancillary services are reserved for students matriculated into the JD and LLM programs.
- The International Studies Department looks forward to welcoming exchange students and should be their first resource if they are having difficulty with any aspect of their program at Duke Law School.

## **Transcripts**

Because of U.S. federal law, the only person who can request a transcript is the student. The Law School does NOT issue transcripts. Instead, students should request them from the University Registrar.

Information and options for students ordering transcripts can be found at <https://registrar.duke.edu/student-records/transcripts-verifications>. There is no charge to process a transcript request.