

APPLICATION FOR CERTIFICATE IN CIVIL ADVOCACY

Name: _____ NIU ID# _____ Date: _____

NOTE: **Before** you complete this form, please read “Instructions for Certificate Applications” document, then complete each step of application as indicated.

Section 1. An applicant for an NIU-COL Certificate in Civil Advocacy must earn a minimum of eighteen (18) academic credits in the courses listed in sections 1.a., 1.b. and 1.c. and must comply with all of the specified requirements of sections 1.a., 1.b., 1.c., and 1.d. below.

Additionally, the Certificate in Civil Advocacy requires an overall cumulative GPA of 2.7 or higher, and a GPA of 3.0 or higher for courses required for the certificate. For additional information, please see: http://law.niu.edu/law/academic/certificate_programs_guidelines.shtml

1. a. **Required Basic Courses**: Completion of the following basic courses is required for the NIU-COL Certificate in Civil Advocacy. Please indicate the semester in which you completed the courses required for 1.a., and your credits earned therein.

Course	Semester	Credits
i. Evidence;		
ii. Trial Advocacy ;		
TOTAL Credits for 1.a.		

1. b. **Required Capstone Courses**: Completion of one of the following capstone courses is required for the NIU-COL Certificate in Civil Advocacy. Please indicate the semester in which you completed one or more of the courses required for 1.b., and your credits earned therein.

Course	Semester	Credits
i. Civil Justice Clinic		
ii. Health Advocacy Clinic		
iii. Covid Clinic (SU2020 thru F2021)		
iii. Civil Externship		
iv. Judicial Externship*		
v. Other approved civil advocacy experience*		
TOTAL Credits for 1.b.		

* Must be primarily focused on civil litigation and approved in advance for certificate eligibility by the supervising faculty member.

1. c. **Elective Courses**: An applicant for an NIU-COL Certificate in Civil Advocacy is further required to earn sufficient additional credits from the following elective courses in order to meet the eighteen-credit minimum described above. Please indicate the semester in which you completed the courses required for 1.c., and your credits earned therein.

Course	Semester	Credits
i. Administrative Law		
ii. Alternative Dispute Resolution		
iii. Civil Claim Settlement Law		
iv. Conflict of Laws		
v. Federal Courts		
vi. Illinois Civil Procedure		
vii. Insurance Law		
viii. Remedies		
TOTAL Credits for 1.c.		

1.d. **Required Additional Skills Development Activities**. An applicant for an NIU-COL Certificate in Civil Advocacy must complete at least one of the following co-curricular or extra-curricular activities.

For purposes of this requirement, completion of an activity requires (A) participation in the preliminary rounds of an internal or external student competition and, in the case of external competitions, participation in faculty-supervised practice sessions, or (B) qualification for College of Law Approved Pro Bono Service Recognition.

Course	Semester	Credits
i. Lenny Mandell Prize Moot Court Competition;		
ii. 2L Trial Advocacy Competition;		
iii. ABA Client Counseling Competition;		
iv. ABA Negotiation Competition;		
v. ABA Representation in Mediation Competition;		
vi. Appellate Lawyers Association Moot Court Competition;		
vii. Black Law Students Association Frederick Douglas Moot Court Competition;		
viii. Jessup International Law Moot Court Competition;		
ix. National Latino Law Students Moot Court Competition;		
x. National Moot Court Competition;		
xi. National Trial Competition;		
xii. American Association of Justice Student Trial Advocacy Competition;		
xiii. Another equivalent internal or external student competition facilitating development of civil-advocacy practice skills that is approved in advance for certificate eligibility by the supervising faculty member. Enter name of competition: _____ _____		
xv. A civil-advocacy related pro bono service if approved by the supervising faculty member. Enter name of pro bono service		

For purposes of this section 1.d, “completion” of an activity means:

1. Participation in the preliminary rounds of an internal or external student competition and, in the case of external competitions, participation in faculty-supervised practice sessions; or
2. Qualification for College of Law Approved ***Pro Bono Service Recognition***.

Link to Schedule A http://law.niu.edu/law/academic/certificate_programs_schedule_A.shtml

TOTALS

The total credits earned from courses listed sections 1.a., 1.b. and 1.c. must total eighteen (18) or more, and your combined GPA for those courses must be 3.0 or higher.

Total Credits earned for Section 1. a., b., and c. _____

Does your GPA for the Section 1 courses meet or exceed 3.0? Yes _____ No _____
(worksheet attached)

Does your overall cumulative GPA meet or exceed 2.7? Yes _____ No _____

Signature: _____

Dated: _____

Approved:

Supervising Faculty Member for the Certificate in Civil Advocacy

Associate Dean

GPA Worksheet

The worksheet is provided to assist your certification that you have met the GPA requirement for the Section 1 courses. It is provided for your convenience. **Do not submit the worksheet with your application, but please keep it in the event verification is requested.**

Course/Credits	Credits	Numerical Grade (see below)	Credits x Grade
Sec a - Evidence			
Sec a - Trial Advocacy			
Sec c - Administrative Law			
Sec c – Alternative Dispute Resolution			
Sec c - Civil Claim Settlement Law			
Sec c - Conflict of Laws			
Sec c - Federal Courts			
Sec c - Illinois Civil Procedure			
Sec c - Insurance Law			
Sec c - Remedies			
A. Total credits			
B. Total credits x grade			
GPA for required courses: $B \div A$ (Rounded down to nearest .01)			

A	4.0	C+	2.33
A-	3.67	C	2.0
B+	3.33	C-	1.67
B	3.0	D+	1.33
B-	2.67	D	1.0

(See Example next page)

Example

Advanced Problems in Pottery	4	3.33	13.32
Melville and Me	3	3.67	11.01
A. Total credits	7		
B. Total credits x grade			24.33
GPA for required courses: $B \div A$ (Rounded down to nearest .01)	3.47 (Rounded down from 3.4757142)		