

Application for Certificate in Business Law

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.

You must earn a minimum of eighteen (18) academic credits in the courses listed in sections 1.a., 1.b., and 1.c below; and must complete the additional activity described in section 1.d.

1(a). Required Basic Courses. Please provide the following information for each of the **three** required basic courses you have taken.

Course	Credits	Semester
Business Associations I		
Business Associations II		
Intro to Federal Income Taxation		
TOTAL Credits Basic Courses		

1(b). Required Capstone Courses. Please indicate which **one** of the following capstone courses you have taken, along with the credit and semester information for the course.

Course	Credits	Semester
<u>Check one of 5 options:</u> (business related and approved in advance)		
1. Seminar ____ TOPIC _____		
2. Directed Research (graded)____ TOPIC _____		
3. Directed Research (P/F) ____ TOPIC _____		
4. Law Rev ____ TOPIC _____		
5. Check one: (business related and approved in advance) Externship ____ Clinic ____ TOPIC _____		
TOTAL Credits Capstone Courses		

1(c). Elective Courses. You must earn sufficient academic credits from courses listed below in order to meet the eighteen-credit minimum described above. Please indicate credit and semester information for each of the courses below that you have taken.

i. Courses	Credits	Semester
Antitrust		
Bankruptcy		
Copyright Law		
Employment Law		
Entertainment Law		
Insurance Law		
Intellectual Property law		
International Business Transactions		
Labor Law		
Landlord Tenant		
Real Estate Transactions		
Sales		
Secured Transactions		
Securities Regulation		
Taxation of Business Enterprises		
Trademark Law		
Other course approved in advance: Course Title: _____		
TOTAL General Business Law Track:		

1(d). **Required Additional Skills Development Activity.** You must complete at least one of the following co-curricular or extra-curricular activities. Please indicate the activity and the semester in which you completed or will complete it. 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.

Course	Semester
NIU Internal Client Counseling Competition	
ABA Regional Client Counseling Competition	
ABA Regional Negotiation Competition	
ABA Arbitration Competition	
ABA Mediation Competition	
International Labor Arbitration Competition	
Another equivalent internal or external student competition facilitating development of business practice skills. Must be approved in advance for certificate eligibility by the supervising faculty member. _____	
Faculty approved Pro Bono Service: _____	

Please confirm by initialing below that you either (A) participated in the preliminary rounds of an internal or external student competition and, in the case of external competitions, participated in faculty-supervised practice sessions; or (B) qualified for College of Law Approved Pro Bono Service Recognition.

2. Grade Point Average and Other Requirements.

The total credits earned from courses listed in sections 1(a), 1(b) and 1(c) must total eighteen (18) or more, and your combined GPA for those courses must be 3.00 or higher.

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

Does your GPA for the Section 1 courses meet or exceed 3.00? (worksheet attached) Yes ___ No ___

Does your overall GPA meet or exceed 2.70? Yes ___ No ___

Signature: _____

Dated: _____

Approved:

Supervising Faculty Member for the Certificate in Business Law Practice

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 next page)	Credits x Grade
Business Associations I			
Business Associations II			
Intro to Federal Income Taxation			
Seminar			
Directed Research (graded)			
Antitrust			
Bankruptcy			
Copyright Law			
Employment Law			
Entertainment Law			
Insurance Law			
Intellectual Property Law			
International Business Transactions			
Labor Law			
Landlord Tenant			
Real Estate Transactions			
Sales			
Secured Transactions			
Securities Regulation			
Taxation of Business Enterprises			
Trademark Law			
Other approved Gen Business course			
A. Total credits (graded courses)			
B. Total credits x grade			
GPA for required courses: B÷A (Rounded down to nearest .01)			

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

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÷A (Rounded down to nearest .01)	3.47 (Rounded down from 3.4757142)		