Joint-Degree Checklist
JD/MBA Society
University of Virginia

To graduate from the JD/MBA program, you must fulfill the academic requirements of both schools, with a few limited exceptions. Note that being awarded one degree is contingent on being awarded the other. ***Here is a checklist you can use to be sure you're on track to graduate.***

READ THIS FIRST: This document was created as an aid for JD/MBA students in 2014. If you're viewing this document in a later year, it may not be correct. You can still use these rules as a guidance, but check with the registrar at both schools to be sure you're not forgetting anything – requirements regularly change from year to year. ***Meet in person with Law SRO and Darden Registrar sometime during your fourth year to confirm!***

Law School: What do I need to graduate from the law school as a JD/MBA?

1. **Course Credit**: 70 credits of law school courses (ABA requires 86 credits for "pure" law degree; the ABA allows JD/MBAs to count 16 business school credits toward this requirement). (Note that the New York state bar may require you to take 71 credits to sit for the New York bar.) You took 16 of these credits during 1L fall; you took between 14 and 16 of these credits during 1L spring.
2. **Fulfill your upper-level writing requirement**: take a law school course or independent study that requires you to write a paper of 25 pages or more. Be sure you've signaled that you want this to count as your upper level writing requirement.
3. Take an **"approved professional ethics"** course at the law school, like Professional Responsibility ("PR").
4. Take an **"approved professional skills"** course at the law school
5. Follow all the **academic policies** at the law school:
   - complete all the required first year courses (this includes LRW)
   - maintain a minimum cumulative GPA above 2.3
   - complete six semesters of residency at the Law School (not a problem for JD/MBAs, though check with the Registrar if you're considering doing an externship or semester abroad as a JD/MBA).
   - Note that you can't take more than 17 credits a semester (except for FY at Darden) and you can't take more than 22 non-classroom credits.

Darden: What do I need to graduate from Darden as a JD/MBA?

1. **Course Credit**: 52.5 credits of Darden courses. You've taken 30 of these credits if you've finished first-year at Darden.
2. **Ensure you haven't violated any Darden SY Course Rules:** There are several rules about how you can use the remaining 22.5 credits in your third and fourth years. These are rules like, you can't take more than X credits in the finance area. These rules won't necessarily get caught while running the degree audit tool highlighted below, so it's best to confirm manually that you haven't run afoul of any of them. (See below for how to access these rules.)
3. **Leadership requirement**: take a class that fulfills the leadership requirement (these are always marked LDSP in the official Darden portal course name).

How to access the Darden SY Course Rules: log into the **Darden Portal** → click **Registrar** under the **Student Resources** drop-down → click **Academic Resources** → click on **SY Course Rules 2013-2014 (PDF)**.

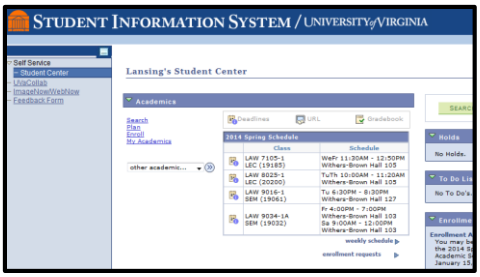
Four tips to help you avoid headaches

1. Take a look at this document before your 3rd year of the JD/MBA program.
2. Run an **Academic Requirements Report** in SIS to verify you will have met your law requirements by graduation (see instructions below).
3. Run an **Enrollment Report** in Darden Portal to verify you will have met your Darden requirements by graduation.
4. Check in with the Darden Registrar and the Law School Student Records Office during the Fall Semester of your fourth year in the program to verify that you're all set to graduate in the spring semester of your fourth year.

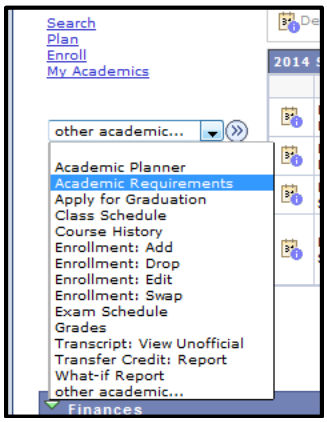
How to?

Check Your Law School Requirements: Run an Academic Requirements Report.

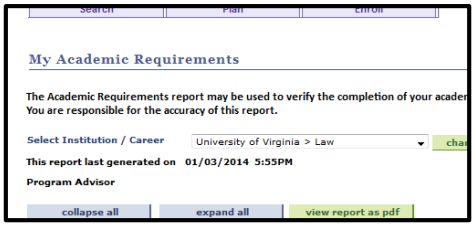
Step 1: Log-in to SIS



Step 2. Choose "Academic Requirements" from the drop-down



Step 3: Be sure the Law School (not Darden) is selected as your institution. If you need to switch from Darden to the Law School using the drop-down menu, be sure to click the green "change" button.



Step 4: Walk through each category and be sure you have (or will have, by the time you graduate) green check marks next to each requirement. If you believe there is an error in SIS, contact the Law School's Student Records Office sooner rather than later.

Example of a satisfied requirement:

Course	Description	Units	When	Grade	Status
LAW6005	Legal Research and Writng (YR)	2.00	2011 Spring	S	✓

**You should see four categories of requirements:*

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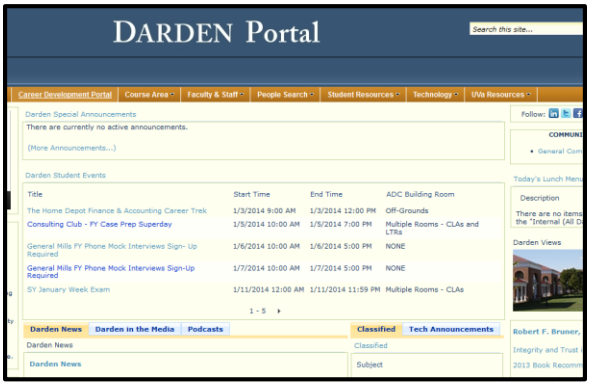
How to?

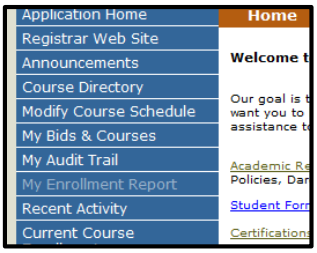
Check Your Darden Requirements: Run an Enrollment Report

Step 1: Go to the Darden Portal

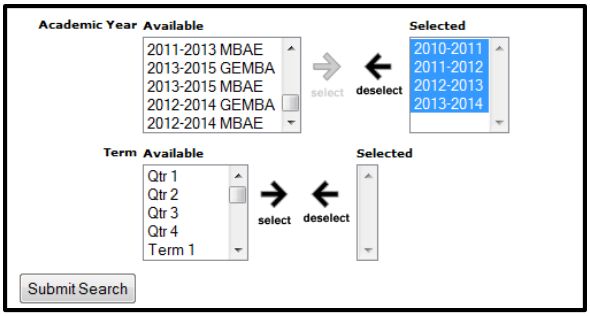


Step 2: Click on the Registrar button under the Student Resources drop down menu

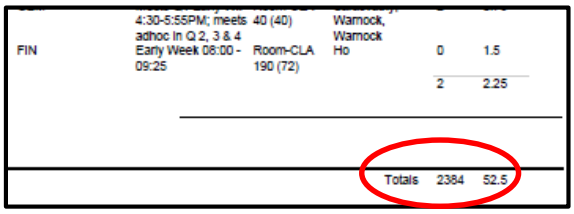
Step 3: Click My Enrollment Report



Step 4: *Important*! Be sure all of your applicable JD/MBA academic years are selected – from the very beginning of your joint-degree program.



Step 5: Click "Submit Report". This will generate a pdf report. It's in this report that you will ensure that you've met Darden's academic requirements. This is a record of every course you've taken at Darden. Walk down the checklist on page one of this document to be sure you've got a course that covers each requirement. Also, be sure the "total" on the final page will reach 52.5 credits by the time you graduate.



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GOOD LUCK AND DON'T HESITATE TO REACH OUT TO FOURTH YEAR JD/MBAS OR THE REGISTRAR/STUDENT RECORDS STAFF AT EITHER SCHOOL IF YOU HAVE ANY QUESTIONS OR CONCERNS.

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