



LA LAW INSTITUTE

COURSE CATALOG JURIS DOCTOR PROGRAM

LA Law Institute (LALI)

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1. Mission, Vision, and Goals

Mission Statement

The specific purpose of this corporation is to operate a nonprofit educational institution (law school) organized under the Nonprofit Public Benefit Corporation Law. The mission of the LA Law Institute is to provide a qualitatively and quantitatively sound program of legal education and to foster an inclusive academic environment that supports the success of all students, specifically including those who are neurodivergent or affected by autism and associated disorders.

Educational Objectives

- Deliver a structured, four-year JD curriculum aligned with State Bar requirements.
- Provide strong instruction in legal analysis, reasoning, and written/oral communication.
- Support student success on the FYLSX and California Bar Exam.
- Foster professionalism and ethical awareness consistent with the California Rules of Professional Conduct.
- Promote access to the legal profession for underserved, working, and nontraditional students.

Notice to Students and Reservation of Rights

The LA Law Institute (LALI) reserves the right to make changes to any of the policies, academic requirements, tuition, fees, or curricula set forth in this Catalog without prior notice. While every effort is made to provide students with timely notice of such changes, students are governed by the version of the Catalog and Handbook in effect at the time of their enrollment, subject to any modifications required by the Committee of Bar Examiners of the State Bar of California or other regulatory authorities.

Admission to the Juris Doctor program does not constitute a guarantee of graduation or eligibility for the California Bar Examination. Students are responsible for maintaining their academic standing and complying with all regulatory requirements.

2. Governance, Accreditation, and Disclosure

LALI is a registered, unaccredited law school with the Committee of Bar Examiners of the State Bar of California. It operates as a nonprofit public benefit corporation. The school is governed by a Board of Directors. The Dean reports to the Board and manages academic and administrative operations.

Accreditation Statement

LALI is not accredited by the American Bar Association. All students must pass the First-Year Law Students' Exam (FYLSX) and the California Bar Exam to be eligible to practice law.

The First-Year Law Students' Examination, as referred to in the Unaccredited Law School Rules, is the examination specified in California Business and Professions Code § 6060(h) and Rule VIII of the Rules Regulating Admission to Practice Law in California. Students attending unaccredited law schools intending to qualify to take the California Bar Examination must take the examination upon successful completion of their first year of law study.

Students who pass the examination within the first three administrations of the examination after first becoming eligible to take it will receive law study credit up to the time of passage of the examination.

Students who pass the examination on an attempt following the third administration of the examination after their first becoming eligible to take it will only receive credit for one year of law study toward qualifying to take the California Bar Examination.

Required Disclosures (Guideline 2.3(D)(1))

The following disclosures are required by Guideline 2.3(D)(1) of the Guidelines for Unaccredited Law Schools and must appear without alteration.

Method of Instruction

The method of instruction at this law school for the Juris Doctor (J.D.) degree program is principally by correspondence.

First-Year Law Students' Examination (FYLSX)

Students enrolled in the J.D. degree program at this law school who successfully complete the first year of law study must pass the First-Year Law Students' Examination required by Business and Professions Code § 6060(h) and Title 4, Division 1, Chapter 1 Rule 4.3(l) of the Rules of the State Bar of California as part of the requirements to qualify to take the California Bar Examination. A student who passes the First-Year Law Students' Examination within three (3) administrations of the examination after first becoming eligible to take it will receive credit for all legal studies completed to the time the examination is passed. A student who does not pass the examination within three (3) administrations of the examination after first becoming eligible to take it must be promptly disqualified from the law school's J.D. degree program. If the dismissed student subsequently passes the examination, the student is eligible for re-enrollment in this law school's J.D. degree program, but will receive credit for only one year of legal study.

Jurisdictional Limitations

Study at, or graduation from, this law school may not qualify a student to take the bar examination or to satisfy the requirements for admission to practice in jurisdictions other than California. A student intending to seek admission to practice law in a jurisdiction other than California should contact the admitting authority in that jurisdiction for information regarding the legal education requirements in that jurisdiction for admission to the practice of law.

Required public disclosures under California Business & Professions Code §6061.7 are published annually on LALI's website and in this catalog.

3. Institutional Overview

LALI is based in Valencia, California and operates as an online, correspondence-based law school. All instruction is delivered asynchronously through The LMS.

Administrative departments include: Academic Affairs; Registrar, Records, and Compliance; and Student Affairs.

Financial-Interest Disclosure (FYLSX/CBX Preparation)

LA Law Institute (LALI) owns, in full, its standalone FYLSX/CBX bar-preparation programs and all associated software and materials. These proprietary materials—except for any National Conference of Bar Examiners (NCBE)-licensed content—are integrated into the curriculum within doctrinal courses and academic support. Standalone programs are available to students but not required for any course, progression, or graduation. LALI therefore has a financial interest in its bar-preparation program and the proprietary materials used in the curriculum. By contrast, NCBE-licensed materials are not integrated into coursework and remain separate licensed content.

4. Juris Doctor Program Description

LALI's JD program is a part-time, four-year correspondence curriculum that complies with Rule 4.240 and the Unaccredited Law School Guidelines.

Core Requirements

- Minimum 900 Study Log hours per year (exceeding the State Bar regulatory minimum of 864 hours per Guideline 5.3(B))
- Secure final exams
- Submission of Study Log entries and monthly certification
- Legal writing and skills instruction throughout the curriculum

5. Course of Study and Curriculum

| Year 1 (1L) | Year 2 (2L) | Year 3 (3L) | Year 4 (4L) |
|--------------------------|-----------------------|-----------------------------|------------------------------|
| Contracts | Business Associations | Constitutional Law | Administrative Law |
| Torts | Remedies | Civil Procedure | Community Property |
| Criminal Law | Real Property | Professional Responsibility | Wills & Trusts |
| Legal Writing & Research | Criminal Procedure | Evidence | Professional Skills Elective |

Instructional Philosophy: The Correspondence Model

LA Law Institute (LALI) is a correspondence law school. Prospective students must understand that the instructional model differs significantly from traditional, residential law schools.

Administrative Governance: The program is administratively governed rather than professor-dominated. While faculty members provide guidance, feedback, and support, the responsibility for progress rests primarily with the student.

Asynchronous Learning: Instruction is delivered principally through asynchronous materials, including pre-recorded video, written study guides, and digital platforms.

Self-Directed Study: Success in this program requires a high level of self-motivation and organizational skills. Students must be prepared to manage 900 hours of study annually without the daily oversight of an in-person instructor.

Technology-Driven Compliance: All academic engagement, including Study Log entries and assignments, is managed through the LALI Student Information System and The LMS.

6. Course Descriptions (Detailed, by Year)

Year 1 (1L)

Contracts: Study of the formation, interpretation, performance, and enforcement of contracts. Topics include offer, acceptance, consideration, defenses to enforcement, third-party rights, and remedies for breach.

Torts: Examination of civil wrongs and liability, including intentional torts, negligence, strict liability, and defenses. Emphasis on policy, causation, and damages.

Criminal Law: Exploration of the general principles of criminal liability, including actus reus, mens rea, homicide, inchoate crimes, and defenses such as insanity and self-defense.

Legal Writing & Research: Introduction to legal reasoning, analysis, research methods (including electronic databases and physical print sources), citation, and predictive legal writing. Students complete research exercises—print and online—and written memoranda.

Year 2 (2L)

Business Associations: Covers agency, partnership, and corporate law. Topics include formation, fiduciary duties, shareholder rights, and corporate governance.

Remedies: Focuses on legal and equitable remedies, including damages, restitution, injunctions, and specific performance. Students analyze when and how each remedy is appropriate.

Real Property: Study of ownership, transfer, and use of land. Topics include estates in land, landlord-tenant law, easements, covenants, mortgages, and land use regulation.

Criminal Procedure: Examines the constitutional protections afforded to criminal defendants, focusing on the Fourth, Fifth, Sixth, and Fourteenth Amendments.

Year 3 (3L)

Constitutional Law: Analysis of U.S. constitutional structure, federalism, separation of powers, and individual rights under the Bill of Rights and the Fourteenth Amendment.

Civil Procedure: Covers the litigation process in federal courts, including jurisdiction, pleading, discovery, trial, judgment, and preclusion.

Professional Responsibility: Study of the ABA Model Rules of Professional Conduct, including confidentiality, conflicts of interest, duties to clients, and the legal profession's role in society.

Evidence: Examination of the Federal Rules of Evidence, focusing on relevance, hearsay, privileges, expert testimony, and the confrontation clause.

Year 4 (4L)

Administrative Law: Surveys the administrative process, agency rulemaking and adjudication, judicial review, and constitutional constraints on agencies.

Community Property: California-specific course covering property rights of spouses during marriage, separation, and divorce.

Wills & Trusts: Explores intestate succession, wills, trusts, estate planning, and fiduciary responsibilities of trustees.

Professional Skills Elective: Students select from options such as Legal Drafting, Trial Advocacy, Negotiation, or Advanced Legal Writing to fulfill the practice-based skills requirement.

7. Academic Calendar

| Track | Cohort | Start Date | End Date | Exam Eligibility | Exam Month |
|---------------|------------|------------|------------|---------------------|------------|
| 1L Track A | First-Year | March 1 | Feb 28/29 | FYLSX (after 1L) | June |
| 1L Track B | First-Year | July 1 | June 30 | FYLSX (after 1L) | October |
| 2L–4L Track A | Continuing | April 1 | March 31 | California Bar Exam | February |
| 2L–4L Track B | Continuing | November 1 | October 31 | California Bar Exam | July |

We accept applications on a rolling basis. Reviews begin 120 days before each Term Start Date, and applications are accepted in the order received. We continue accepting applications until all seats are filled or until 30 days before the Term Start Date, whichever comes first. If we receive more qualified applications than available seats, additional qualified applicants will be waitlisted and notified as soon as possible of any openings. Applications remain active for 120 days from the date of our review decision — applicants not admitted to their selected track must reapply for a future track.

8. Admissions Information

LALI admits students who demonstrate academic readiness, professional maturity, and a strong motivation to pursue a legal education through a rigorous correspondence format. The admissions process complies with the Unaccredited Law School Rules and Guidelines.

Pre-Legal Education Requirements

To be eligible for admission to the J.D. program, an applicant must satisfy the pre-legal education requirements of the Committee of Bar Examiners. Applicants are classified as follows:

Regular Students (Guideline 5.32)

An applicant who has a bachelor's degree from an institution approved by the Committee is admissible as a Regular Student. An applicant who does not have a bachelor's degree, but who has completed at least one-half of the work required for a bachelor's degree at a college or university approved by the Committee, is admissible as a Regular Student. If the law school does not receive official transcripts establishing Regular Student status within forty-five (45) days after the term begins, the student must be reclassified as a Special Student, if admissible as a Special Student, or the student must be immediately disqualified as a student in the law school's J.D. degree program (Guideline 5.32).

Special Students (Guideline 5.33)

An applicant whose pre-law studies do not satisfy the requirements of Guideline 5.32 must be classified as a Special Student. Admission of Special Students must be limited. An applicant may not be admitted as a Special Student unless he or she has satisfied the examination requirements (currently the College Level Equivalency Program examination) of § 6060(c)(2) of the California Business and Professions Code and Rule VII, Section 1 of the Rules Regulating Admission to Practice Law in California (Guideline 5.33).

CLEP Requirements

Applicants who have not completed at least two years of college work as defined above must be classified as Special Students. To be admissible, a Special Student must demonstrate equivalent general education by attaining a score of 50 or higher on the following College-Level Examination Program (CLEP) exams:

Mandatory Exam: College Composition.

Additional Exams: Two additional CLEP examinations, each corresponding to full-year courses (6 semester hours each); or four additional CLEP examinations, each corresponding to semester courses (3 semester hours each).

Eligible Subject Categories: Exams must be selected from Humanities, Foreign Languages, History & Social Sciences, Science & Mathematics, or Business categories.

***Important:** Students pursuing the CLEP pathway must obtain official certification from the State Bar of California's Office of Admissions confirming that their CLEP scores satisfy the requirements of § 6060(c)(2). The School cannot grant admission as a Special Student without this official certification (Guideline 5.33). Applicants must have their official CLEP score reports sent directly to the State Bar Office of Admissions (Code 7165) and to LALI prior to enrollment. CLEP certification must be completed before enrollment; application fees are non-refundable.*

Applicants with Foreign Education

Applicants who have completed their pre-legal education at an institution outside the United States or its territories must provide proof of equivalency to the education required under Guideline 5.32. Such applicants are required to have their transcripts evaluated by a credential evaluation service approved by the Committee of Bar Examiners of the State Bar of California. The evaluation must be sent directly from the evaluation service to the LALI Admissions Office, evaluated on a course-by-course basis to determine U.S. equivalency for semester units and degree status, and completed and received by LALI prior to the finalization of the student's enrollment. It is the applicant's responsibility to cover all costs associated with the foreign credential evaluation.

FYLSX Requirement for All Students

The First-Year Law Students' Examination, as referred to in the Unaccredited Law School Rules, is the examination specified in California Business and Professions Code § 6060(h) and Rule VIII of the Rules Regulating Admission to Practice Law in California. Students attending unaccredited law schools intending to qualify to take the California Bar Examination must take the examination upon successful completion of their first year of law study.

Students who pass the examination within the first three administrations of the examination after first becoming eligible to take it will receive law study credit up to the time of passage of the examination.

Students who pass the examination on an attempt following the third administration of the examination after their first becoming eligible to take it will only receive credit for one year of law study toward qualifying to take the California Bar Examination.

Qualified first-year students awaiting FYLSX results may petition for provisional second-year enrollment. See the Student Handbook for eligibility requirements and conditions.

Transfer Students and Transfer Credit

Transfer Student Requirements

Students seeking to transfer to LALI must:

- Provide official transcripts from all prior law schools;
- Be in good standing and not academically disqualified at the time of departure;
- Complete at least two full years of study at LALI to earn a J.D. degree.

Transfer Credit Policy

The law school may award transfer credit to an applicant, subject to the following limitations:

- **First-Year Law Students' Examination Requirement.** No credit may be granted unless the requirements of § 6060(h) of the California Business and Professions Code have been met, that is, unless the applicant has passed the First-Year Law Students' Examination or became exempt while attending an accredited law school. To be exempt from the examination, the student must have successfully completed the first year at the accredited law school and have been advanced to the second year by the same law school.
- **Timing of Prior Coursework.** Credit should ordinarily be granted for whole courses completed not more than twenty-seven (27) months prior to the date the applicant begins study at the admitting law school. This time limitation does not apply to students who have passed the First-Year Law Students' Examination. In some instances, such as illness, personal tragedy or

military service, it may be appropriate to permit credit for studies completed more than twenty-seven (27) months prior to admission. The dean must approve any exception, and an explanation must be placed in the student's file.

- **Grade Requirements for Transfer Credit.** For students who were disqualified for academic reasons at the prior law school, credit should be granted only for courses in which the applicant received a grade above passing. For students who were in good standing at the prior law school, credit may be granted for all passing grades. For all applicants who have passed the First-Year Law Students' Examination, credit may be allowed in Torts, Contracts, and Criminal Law, even if the grades at the prior law school were not above passing.
- **Unit Limitations.** The admitting law school may not grant credit for a course completed at the prior law school in excess of the number of units the admitting law school would award for a course with the same number of classroom or participatory hours.
- **Equivalency of Subject Matter and Performance.** The law school should be satisfied that the subject matter of, and the quality of the applicant's performance in, the courses for which credit is allowed, were substantially the same as that for like courses and grades in the admitting law school.
- **Discretion to Deny Credit.** A law school is not required to grant any credit allowable under Guideline 5.35(B).

Application Requirements

- Completed online application
- Official academic transcripts (unofficial acceptable for initial review)
- Personal statement
- Resume or CV
- \$50 application fee (non-refundable)
- Whether the applicant has ever attended another law school and, if so, whether the applicant was in good standing (Guideline 5.31)

Interview Requirement

Interviews are not automatically required. However, applicants with borderline academic qualifications, nontraditional backgrounds, or special circumstances may be invited to interview in order to further assess their readiness for legal study. Interview volume may vary based on total applications received.

The Law School Admissions Test (LSAT) is not required to apply for admission to LALI.

English Language Proficiency

Applicants whose primary language is not English or who completed prior education in a non-English language must provide evidence of English proficiency (e.g., TOEFL, IELTS).

Non-Discrimination Policy

LALI admits students regardless of race, gender, sexual orientation, age, religion, disability, or national origin, and complies fully with all applicable civil rights and equal opportunity laws.

Mandatory State Bar Registration

In accordance with the Rules of the State Bar of California, every student must register as a law student with the Committee of Bar Examiners within ninety (90) days after beginning the study of law. It is the student's sole responsibility to ensure this registration is completed timely. Failure to register within the mandatory 90-day window may result in a loss of credit for law study.

Social Security Number / ITIN Requirement

Disclosure of a Social Security Number (SSN) or an Individual Taxpayer Identification Number (ITIN) is required by the Committee of Bar Examiners for registration as a law student and for all subsequent examination applications. Students without a valid SSN or ITIN may be unable to register with the Bar or sit for required examinations.

Course Repetition

Exception — First-Year Curriculum

LALI delivers the first-year curriculum as an integrated, full-year program and does not offer individual 1L courses on a standalone basis. A student who receives a failing grade ("F") in any first-year course is subject to academic disqualification under this Handbook's Academic Disqualification policy. Individual course repetition is not available for first-year courses. A disqualified student may petition for readmission after two (2) years pursuant to the Readmission After Academic Disqualification policy, at which time the student must repeat the entire first-year curriculum.

When a Course Must Be Repeated

A student who receives an "F" in any course is required to repeat that course in its entirety.

When a Course May Be Repeated (by Petition)

A student may petition to repeat a course taken at LALI only if the final grade was D+ or lower. Individual course repetition is not permitted unless the student is otherwise in good academic standing and obtains prior written approval from the Academic Dean, supported by documentation under the Policy on Documentation of Academic Exceptions.

Permission to repeat is granted at the discretion of the Academic Dean after considering: (1) the likelihood of improvement if repetition is allowed (including any change in circumstances, study habits, available academic support, and participation in learning activities); (2) the effect on course load; and (3) the impact on timely completion of the J.D. within the program's maximum time limit.

Effect of Course Repetition on Grade Point Average

Upon successful completion of a repeated course, the new grade replaces the original grade for GPA calculation purposes.

Effect of Course Repetition on Credit Earned

LALI does not grant duplicate credit for repetition of the same (or substantially the same) course, whether at LALI or at another law school. A student receives credit for a course only once, whether upon initial completion or upon successful repetition.

Effect of Course Repetition on Course Grade and Transcript

Upon successful completion of a repeated course, the new grade replaces the original grade. The earlier attempt is not shown with its prior grade on the transcript; instead, the course title for the earlier attempt will include "(R)" to indicate it was repeated.

Effect of Course Repetition on Disqualification, Probation, Advancement, and Graduation

Repeating a required or sequenced course generally delays advancement to subsequent courses and may delay graduation. A student who must repeat a course due to a failing grade and whose GPA falls below the required threshold may be subject to academic probation or disqualification as set forth in the Academic Disqualification section above. Students approved to repeat must meet with Academic Advising for an updated degree plan. Course repetition will delay advancement to subsequent years and postpone graduation. Students must complete all required coursework and maintain progression requirements.

Limits and Approvals

A course may be repeated once upon petition and approval. Any additional repetition of the same course requires a heightened showing of likelihood of success and express written approval by the Academic Dean.

Scope of Practice

Study at, or graduation from, this law school may not qualify a student to take the bar examination or to satisfy the requirements for admission to practice in jurisdictions other than California. A student intending to seek admission to practice law in a jurisdiction other than California should contact the admitting authority in that jurisdiction for information regarding the legal education requirements in that jurisdiction for admission to the practice of law.

A graduate who is admitted to the State Bar of California is eligible to practice in all California state courts and may apply for admission to practice before the United States District Courts and the United States Court of Appeals for the Ninth Circuit, subject to those courts' admission requirements.

9. Tuition, Fees, and Refund Policy

LALI provides students with an affordable legal education through transparent pricing and payment options. Tuition and fees are published annually and subject to change with notice.

Annual Tuition

- Juris Doctor Program: \$4,000 per academic year

Additional Annual Fees

- Lexis Access Fee: \$220
- Course Materials Fee: \$650
- LMS/Technology Access Fee: \$150

Other Fees

- Returned Payment Fee: \$25 per occurrence

- Payment Plan Setup Fee (if applicable): \$100 annually

Estimated Total Annual Cost

- Years 1–4: \$5,020

All tuition and fees must be paid or arranged under an approved payment plan prior to the start of each academic year.

Payment Options

Payment in Full: \$5,020 for years 1L-4L, due no later than thirty (30) calendar days before the Term Start Date.

Payment Plan: Initial payment of \$600 (\$500 toward tuition and fees plus a \$100 administrative fee) due no later than thirty (30) calendar days before the Term Start Date. Then 10 monthly installments of \$442 each. The first monthly installment is due thirty (30) calendar days after the date of the Initial Payment, and subsequent installments are due monthly thereafter on the same day of the month. No interest or finance charges. Payment plan aggregate total: \$5,120 for years 1L-4L.

Failure to meet payment obligations may result in administrative withdrawal.

Refund Policy

LALI follows refund procedures in accordance with Guideline 2.2(B) and Rule 4.241 of the Unaccredited Law School Rules.

Seven-Day Full Refund Period: Students who cancel within seven (7) days of receiving access to The LMS and course materials will receive a full refund of all amounts paid, excluding the non-refundable application fee.

Pro-Rata Tuition Refund: Students who withdraw after the 7-day cancellation window but before completing 60% of their academic year are eligible for a pro-rata tuition refund based on the number of weeks enrolled. LALI's standard academic year consists of 48 instructional weeks, and 60% of this total equals approximately 29 weeks. Once 60% of the academic year is completed, no tuition refund will be issued.

Non-Refundable Fees: Lexis, Course Materials, and LMS/Technology Access Fees are non-refundable after the start of instruction. The Payment Plan Administrative Fee (\$100) is non-refundable under all circumstances.

Academic and Disciplinary Dismissals: Students who are dismissed for academic or disciplinary reasons are not eligible for a pro-rata tuition refund.

Required Disclosures and Full Refunds: If a student was not provided a required disclosure prior to enrollment, they are entitled to a full refund of all tuition and fees, per Rule 4.241(E).

Withdrawal Process: All requests for withdrawal and refunds must be submitted in writing to the Registrar. Refunds are issued within thirty (30) days of receiving a valid request, accompanied by a clear explanation of the method of calculation, in accordance with Guideline 2.2(B).

10. Student Services and Resources

LA Law Institute maintains its primary administrative office at 28015 Smyth Drive, Suite 108, Valencia, CA 91355. The office is open to students and the public for the transaction of school business and the inspection of records by appointment only.

Phased Service Implementation: Certain student services described in this section, including peer mentorship pairings with upper-division students, alumni networking, and career development resources, will be implemented as LALI's student body matures. Services available at program launch include: academic advising, LexisNexis access, CALI lessons, technical support, and disability accommodations.

Academic Advising

Each student is assigned an academic advisor upon enrollment. Advisors provide guidance on course planning, study strategies, FYLSX preparation, and academic progression. Students may schedule advising sessions via the student portal.

Student Services and Activities Policy — Juris Doctor Program

1. Academic Advising and Counseling (Guideline 2.12)

Primary academic advising is provided directly by the Law School Faculty. Each student is assigned a lead instructor who serves as their academic advisor for the duration of the term. Instructors are available during weekly virtual office hours and via email to provide guidance on course planning, study strategies, and academic progression.

2. Administrative and Registrar Support

Administrative services, including registration, transcript requests, and disability accommodations, are managed by the Registrar. All administrative inquiries should be directed to the Registrar via the student portal.

3. Technology and Library Support

Technical support for the LMS is provided 24/7 through the software vendor's help desk. Institutional support for LexisNexis and CALI.org access is managed by the Registrar as part of the initial orientation.

4. Grade Review Process (Guidelines 2.9(G)-(H))

LALI maintains a three-tiered grade appeal process that ensures independent review at each level.

When the course instructor is NOT the Dean:

Tier 1 – Instructor Review: Student submits a written appeal to the course instructor within 10 calendar days of grade posting. The instructor reviews the exam or assignment and responds in writing within 5 business days.

Tier 2 – Academic Dean Review: If unresolved, the student may submit a written appeal to the Academic Dean within 5 calendar days. The Dean conducts an independent review and issues a written decision.

Tier 3 – External Review: If the student disputes the Dean's decision, the appeal is forwarded to an External Reviewer, a California-licensed attorney not affiliated with LALI. The External Reviewer's written decision is final and binding.

When the course instructor IS the Dean:

Tier 1 – Dean/Instructor Review: Student submits a written appeal to the Dean within 10 calendar days of grade posting. The Dean reviews the exam or assignment and responds in writing within 5 business days.

Tier 2 – Internal Independent Review: If unresolved, the appeal is reviewed by another faculty member, qualified staff member, or Board member who did not participate in the original grading. This reviewer conducts an independent review and issues a written decision within 5 business days.

Tier 3 – External Review: If the student disputes the Tier 2 decision, the appeal is forwarded to an External Reviewer, a California-licensed attorney not affiliated with LALI. The External Reviewer's written decision is final and binding.

External reviewers may be compensated, sign conflict-of-interest disclosures, and review materials with student names redacted.

5. Student Discipline (Guideline 2.8)**Range of Sanctions (Guideline 2.8(A))**

LALI's student discipline includes, but is not limited to, cancellation of an examination, denial of course credit, suspension, and dismissal.

Due Process and Hearing Procedures (Guideline 2.8(B))

LALI's student discipline provides for:

- (1) Written notice of the specific charge(s);
- (2) An opportunity for a hearing before a panel of disinterested members of the faculty, administration, and students, as the law school chooses; and
- (3) A written final determination, which includes a statement of the facts, conclusions, and sanctions.

Disinterested Panel Composition

To ensure a neutral process within a small administration, LALI will appoint external members (such as licensed attorneys or other faculty) to serve on the hearing committee if a disinterested panel cannot be formed from internal staff.

Assistance of Counsel (Guideline 2.8(C))

LALI does not exclude the assistance of counsel and the opportunity to call witnesses.

Policy Exclusions (Guideline 2.8(D))

The law school's imposition of student discipline policy does not apply to academic probation or disqualification; other failures to meet academic standards; or to failure to pay tuition, fees, or charges billed to the student.

Interim Measures and Immediate Action

Pending the final determination of a disciplinary hearing, the Dean may impose interim measures, such as a temporary suspension of access to the LMS, if deemed necessary to protect the integrity of the educational program or the safety of the school community.

Policy Against Retaliation

LALI strictly prohibits retaliation against any individual who, in good faith, reports a violation of the Code of Conduct, files a grievance, or participates in a disciplinary investigation. Any act of retaliation is itself a basis for disciplinary action.

Faculty Office Hours and Communication Policy

LALI provides for a prompt, reliable, and efficient method of communication between students and faculty. Faculty members are available to assist students and respond to inquiries concerning their course of study. Students may communicate with faculty via the LALI Student Portal, email, or scheduled virtual office hours. Faculty shall respond to all student inquiries within a reasonable timeframe, not to exceed 48 hours during the academic term.

See student handbook for details.

LexisNexis and CALI Access

All students receive login credentials for LexisNexis and CALI.org during orientation. These platforms provide access to primary law, legal commentary, bar prep resources, and hundreds of self-paced lessons across core doctrinal subjects.

Technology Orientation

New students receive a technology orientation covering The LMS, online research tools, secure exam platforms, and Study Log procedures for correspondence compliance. Ongoing technical support is available through the LALI Help Desk.

Accessibility and Accommodations

Students with documented disabilities may request academic accommodations through the Registrar. LALI follows ADA guidelines and will work to provide reasonable adjustments related to exam timing, materials format, and other instructional components. They observe State and Local law related to disability access.

Career and Professional Development

Students are encouraged to pursue volunteer and externship opportunities during 3L–4L years. This service will expand as the student body matures.

Student Mentorship Opportunities

LALI facilitates peer and alumni mentorship pairings for new students. Participants are matched based on interest and background to promote community and encourage academic success. This service will expand as the student body matures.

11. Technology Requirements

LALI students are responsible for maintaining the necessary hardware, software, and internet access required for online legal education and participation in the Juris Doctor program. These requirements ensure full access to The LMS platform, research tools, and exam systems.

Access to Physical Law Libraries

While LA Law Institute provides comprehensive digital access to primary and secondary legal authorities via LexisNexis, the Institute recognizes the value of exposure to physical legal research and traditional law library environments. To facilitate this, the Registrar's Office will, upon request, provide an official Library Letter of Introduction to any student in good standing. This letter is intended to assist students in gaining access or reading privileges at local county law libraries or other accessible law school libraries for the purpose of physical legal research, and to verify the student's current enrollment and academic standing at an unaccredited law school registered with the State Bar of California. Any fees associated with public or private library access are the sole responsibility of the student.

Minimum Technology Requirements

- A desktop or laptop computer (Windows or macOS) with at least 8GB of RAM and a working webcam
- Reliable high-speed internet connection (minimum 10 Mbps download)
- Updated web browser (Chrome, Firefox, Safari, or Edge)
- PDF viewer and word processing software (e.g., Microsoft Word or Google Docs)
- Zoom (or similar video conferencing software) for live sessions and faculty meetings

Learning Management System (LMS)

LALI delivers all course content, assignments, calendars, and communication via The LMS. Students are required to log in at least weekly to maintain good standing.

Digital Research and Learning Tools

- LexisNexis access is provided for all enrolled students
- CALI (Computer Assisted Legal Instruction) library is integrated into The LMS
- LALI also offers interactive quizzes, secure exam portals, and digital flashcards

Technical Support

Support is available for The LMS, legal databases, and user account issues via email and helpdesk submission. Most issues are resolved within 1–2 business days.

Failure to maintain access to required technology may result in academic interruption or inability to complete exams or coursework.

12. Academic Policies and Grading

LALI maintains rigorous academic standards in alignment with the State Bar's Unaccredited Law School Guidelines.

Grading Scale

| Letter Grade | Percentage | GPA Points | Description |
|--------------|------------|------------|--------------------|
| A | 93–100% | 4.0 | Outstanding |
| A- | 90–92% | 3.7 | Excellent |
| B+ | 87–89% | 3.3 | Very Good |
| B | 83–86% | 3.0 | Good |
| B- | 80–82% | 2.7 | Satisfactory |
| C+ | 77–79% | 2.3 | Adequate |
| C | 73–76% | 2.0 | Minimum Competency |
| C- | 70–72% | 1.7 | Marginal |
| D+ | 67–69% | 1.3 | Below Average |
| D | 63–66% | 1.0 | Poor |
| D- | 60–62% | 0.7 | Minimum Passing |
| F | Below 60% | 0.0 | Failing |

Graduation Honors

LA Law Institute recognizes students who demonstrate outstanding academic performance throughout their Juris Doctor studies. To qualify for honors, a student must complete all four years of the J.D. program in good standing. Honors designations are determined by the final cumulative Grade Point Average (GPA) and are noted on the student's permanent transcript and diploma:

- With Highest Honor: Cumulative GPA of 3.80 or higher
- With High Honor: Cumulative GPA of 3.50–3.79
- With Honor: Cumulative GPA of 3.20–3.49

Honors eligibility is calculated at the conclusion of all degree requirements and is subject to the verification of all academic integrity standards.

Credit Requirements

Courses are completed for semester units. A passing grade (D- or higher) is required to earn credit. Students must also meet the 900-hour Study Log requirement annually.

Written Assignments

Students complete assignments, quizzes, midterm and final exams in each course. Legal writing assignments are required throughout.

Academic Standing

Students must maintain a cumulative GPA of 2.0 or higher to graduate. Probationary status is applied if GPA falls between 1.75 and 1.99 at the end of any term. Academic disqualification occurs if a 2.0 is not achieved in the term immediately following probation. Any term with a cumulative GPA of less than 1.75 will result in immediate dismissal from the program with no probationary period.

First-Year Curriculum and Course Failure

LALI delivers the first-year curriculum as an integrated, full-year program and does not offer individual 1L courses on a standalone basis. A student who receives a failing grade ("F") in any first-year course is subject to immediate academic disqualification. Individual course repetition is not available for first-year courses.

Readmission After Academic Disqualification (Guideline 5.34)

Applicants previously disqualified for academic reasons may be granted admission when there is an affirmative showing by the applicant that he or she possesses the requisite ability for the study of law. Such a showing may be made:

(A) At any time, if the applicant presents credible evidence that the prior disqualification was not caused by the applicant's lack of capacity for the study of law, but resulted from a traumatic event or serious hardship that prohibited the applicant from performing at her or his normal level; or

(B) After at least two (2) years have elapsed since the disqualification, if the applicant demonstrates that work, study, or other experience during the interim has resulted in a stronger potential for law study than the applicant exhibited at the time he or she was previously disqualified for academic reasons.

In each case, the dean or admissions officer must sign and place in the applicant's file a statement of the reasons for admitting the applicant.

A readmitted first-year student must repeat the entire first-year curriculum. Course repetition for upper-division courses is governed by the Course Repetition Policy in the Student Handbook.

Appeals Process

Students may appeal academic or disciplinary decisions by submitting a written petition to the Dean's Office within 15 days. Students have the right to inspect and copy their examination questions and their answers to those questions (other than for multiple-choice, true-false, and similar tests) for a reasonable period after grades are recorded.

13. Attendance and Study Tracking

As a correspondence law school, LALI complies with Guideline 5.3(B), requiring each student to complete a minimum of 864 hours of preparation and study per academic year. LALI's requirement is 900 Study Log hours per year, exceeding the regulatory minimum.

Study Log

Students are responsible for maintaining a personal Study Log that records all hours of preparation and study. The Study Log is the primary compliance record for State Bar reporting purposes. The

Student Handbook explains the Study Log procedures, categories of preparation and study, and verification requirements.

Tracking Methods

- LMS login activity and time-logs
- Weekly activity reports
- Submission of assigned work
- Secured exams

Failure to complete 900 hours in a 12-month academic year may result in academic disqualification.

Privacy of Student Records (FERPA)

LA Law Institute (LALI) complies with the Family Educational Rights and Privacy Act (FERPA) regarding the privacy and confidentiality of student records and communications.

Rights of Inspection and Amendment

Students have the right to inspect and review their education records within a reasonable period after a request is made. Students may also request an amendment to any record they believe is inaccurate or misleading.

Disclosure Without Written Consent

LALI protects private information and will not disclose personally identifiable information from a student's record without prior written consent, except as required by law or to the following parties: school officials with a legitimate educational interest; authorized representatives of the Committee of Bar Examiners of the State Bar of California for the purposes of audit, accreditation, or compliance review; to comply with a judicial order or a lawfully issued subpoena; or in rare instances where disclosure is necessary to protect the health or safety of the student or others.

14. Student Conduct and Disciplinary Standards

LALI expects professionalism, academic integrity, and respectful conduct from all students.

Academic Honesty: Cheating, plagiarism, or falsifying Study Log entries is grounds for disciplinary action.

Professional Conduct: Students must engage respectfully in all communication. Harassment, threats, or disruptive behavior are not tolerated.

Range of Sanctions: Disciplinary sanctions include, but are not limited to, cancellation of an examination, denial of course credit, suspension, and dismissal.

Disciplinary Procedures

The complete Student Discipline Policy, including due process protections, hearing procedures before a disinterested panel, and written final determinations, is set forth in the Student Handbook. In summary:

- Students receive written notice of the specific charge(s).
- Students are entitled to a hearing before a panel of disinterested members.

- The panel issues a written final determination including facts, conclusions, and sanctions.

To ensure a neutral process, LALI will appoint external members (such as licensed attorneys) to serve on the hearing panel if a disinterested panel cannot be formed from internal staff.

15. Student Transcripts and Records

LA Law Institute maintains a permanent academic transcript for every student enrolled in the Juris Doctor program.

Transcript Contents: Transcripts include admission status (Regular or Special), dates of attendance, all academic credit granted, First-Year Law Students' Examination (FYLSX) results, and any academic or disciplinary actions taken.

Transcript Change Policy: In accordance with Guideline 9.1(D), transcript entries may be changed only upon a showing of good cause.

Procedure for Changes: Any student seeking a change or correction to a transcript must submit a written application to the Registrar's Office documenting the specific error or the good-cause justification. All approved changes will include a notation of the reason for the change on the face of the transcript.

Confidentiality: Student transcripts are confidential and will not be disclosed to third parties without the student's written consent, except as required by law or when requested by the Committee of Bar Examiners.

Official Transcripts for Admission (Guideline 5.30): A student will not be permitted to attend classes for more than forty-five (45) days after the beginning of the term unless the law school has received all official transcripts establishing the student's eligibility for admission.

16. Graduation and Bar Eligibility Requirements

To graduate and qualify to sit for the California Bar Exam, students must:

- Register as a law student with the State Bar of California within 90 days of beginning law study (BPC § 6060(d)).
- Successfully complete four academic years.
- Earn passing grades in all required courses.
- Complete at least 6 units of professional skills coursework.
- Complete the J.D. program within seven (7) years of initial enrollment.
- Fulfill all financial obligations.

Graduates must apply separately with the State Bar of California and meet all additional requirements for admission to practice, including moral character evaluation and fingerprinting.

17. Faculty Roster and Qualifications

All LALI faculty hold a J.D. or equivalent and have legal practice or teaching experience in assigned subjects.

Brandi McAlexander, J.D. — Dean and Instructor

- Juris Doctor, Concord Law School at Purdue University Global (2019), graduated with Honors
- B.S. Health/Healthcare Administration, University of Phoenix (2015), Magna Cum Laude
- Admitted to the Navajo Nation Bar (2023)
- Member, American Bar Association
- Vice Chair, ABA Civil Rights and Social Justice Education Committee
- Adjunct Law Professor, Navajo Technical University (2023–present)
- Co-Founder, LA Law Institute (2017–present)

Jon Bourgault, J.D., M.B.A. — Registrar and Administrator

- Juris Doctor, Northwestern California University School of Law (2025)
- M.B.A., University of the People (2024)
- B.S. Business, University of the People (2022)
- Program Manager and Instructional Designer, LA Law Institute (2018–present)
- LexisNexis Certified

Crystal Morgan, J.D. — Instructor

- Juris Doctor, Purdue Global Law School (2018)
- B.S. Legal Studies, Purdue University Global, Magna Cum Laude
- Licensee, State Bar of California (Bar No. 335712)
- Admitted to the Colorado Bar (No. 59483)
- Also admitted to U.S. Court of Appeals for the Ninth Circuit, U.S. District Court for the District of Colorado, and Northern and Central Districts of California
- Supervising Attorney, Unite the People, Inc. (2022–present)
- Previously Professor and In-House Counsel, LA Law Institute (2021–2022)

Gary Lasky, J.D. — Instructor

- Juris Doctor, University of New Mexico School of Law (2018)
- M.A. Social Ecology (Ph.D. Program), University of California, Irvine (1990)
- A.B. Psychology, Cornell University (1982)
- Certificate in Geographic Information Systems (GIS), California State University, Fresno (2015)
- Principal Attorney, Gary Lasky Law, Albuquerque, NM (2023–present)
- Former Staff Attorney, DNA–People's Legal Services, Farmington, NM (2022–2023)
- Member, Navajo Nation Bar Association Training Committee
- 15+ years environmental, CEQA, and Clean Air Act litigation — including victories before the California Supreme Court (Friant Ranch v. County of Fresno)
- Legal Chair, Sierra Club Tehipite Chapter (2011–present)
- Council of Club Leaders Executive Committee, Sierra Club National (2022–present)

Jill Nunley, J.D. — Instructor

- Juris Doctor, Abraham Lincoln School of Law (2022)
- B.S. Business, University of Redlands (2014)
- Licensee, State Bar of California (admitted 2025)
- Adjunct Professor, Navajo Technical University Legal Advocacy Program (2025–present)
- Former Law Clerk, Los Angeles Public Defender's Office — Bellflower, Downey, Norwalk, and Compton courthouses; drafted motions in limine, Pitchess, 995, and 991 motions (2018–2020)
- Background in office management and special education (LBUSD paraeducator, 2011–2018)

18. Student Rights, Disclosures, and Non-Discrimination

LALI complies with federal and state law regarding student rights, consumer protections, and equity in education.

Student Rights Include

- Access to accurate and complete information
- Privacy and FERPA protection
- The right to file grievances and receive fair process
- Protection against discrimination and harassment

Non-Discrimination Policy: LALI does not discriminate based on race, religion, gender, sexual orientation, age, disability, or national origin. Reasonable accommodations are provided under the ADA, in accordance State, Local and Federal regulations.

End of Course Catalog

LA Law Institute

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