

Rules on B.A. studies in the Reykjavik University School of Law

Article 1 B.A. in law

The Reykjavík University School of Law (“School of Law”) confers the academic title of Bachelor of Law (“B.A.”) following undergraduate studies corresponding to 180 ECTS credits at the School with satisfactory results. The degree constitutes confirmation of qualification to work as a lawyer, to undertake work requiring a university degree and to begin studies at the masters level in law or in other fields of study, as applicable.

Article 2 Admission requirements

An applicant for undergraduate studies at the Reykjavik University School of Law shall have completed secondary school or studies at a corresponding level in accordance with Article 19 of Act No. 63/2006 on universities. In exceptional cases a student may be admitted who, in the opinion of the Admissions Board, possesses equivalent maturity and knowledge to students who have completed secondary school or an equivalent degree.

In the selection of applicants grades at the secondary or equivalent level are used for reference. In particular, attention is given to grades in Icelandic, English, a Nordic language and mathematics. Other knowledge and experience, e.g. work experience, participation in social work, sports, musical training and other experience that could benefit the applicant in his or her studies can also influence the assessment of applications. Applicants shall provide an account of matters which they believe could support their applications in a separate document forming a part of the application.

Applicants may request an interview with a representative of the School if they wish to present themselves, seek information and supply additional information.

The Dean of the School shall, in consultation with the Rector, decide on the number of students to be admitted to undergraduate studies.

The Admissions Board of the School of Law shall decide which students to admit to the School.

Undergraduate studies will normally begin in the autumn. However, the Dean of the School of Law may decide, in consultation with the Rector, to accept applications for studies in the School in the spring term. The Dean of the School may decide on stricter conditions for admission in the spring term.

Article 3
Content and components of study

The courses (core subjects and electives) in undergraduate studies are the following:

Year/term	Course	ECTS credits
1st year autumn term/1st term	Methodology I – Sources of law and legal interpretation	10
	Commercial law I (contract law and introduction to the law of tort and the general aspects of the law of obligations)	10
	Constitutional law	10 = 30
1st year spring term/2nd term	Company law	8
	Private Law II (General law of obligations)	8
	Administrative law	8
	Entrepreneurialism and the operation of companies	6 = 30
2nd year autumn term/3d term	European law	8
	Commercial law III (Torts)	8
	Family and inheritance law	4
	Judicial procedure	10 = 30
2nd year spring term/4 th term	Commercial law IV (Property law)	8
	Commercial law V – Practical assignment	6
	Criminal law	8
	Competition law	8 = 30
3d year autumn term/5 th term	Intellectual property law	6
	Tax law	8
	Securities regulations	8
	International law	8 = 30
3d year spring term/6 th term	Methodology II – legal theory	7.5

	Procedure in criminal law	7.5 Total core subjects 165 ECTS credits
	B.A. essays and electives Students are permitted to choose two masters level electives or seminars in the School of Law. ¹ Students can also choose courses in other schools of Reykjavik University or other universities instead of the above electives.	Each masters level elective is normally worth 7.5 credits. The B.A. essay is worth 15 credits.
		Total core courses and electives 180 ECTS

The B.A. essay can be substituted for two electives. The essay is worth 15 credits. The B.A. essay is an independent student project.

The length of the thesis should be in the range of 12,500-15,000 words. The Dean of the School of Law shall appoint an examiner, and the advisor and examiner shall jointly evaluate the student's thesis. If there are more than one advisor, they should jointly assess the thesis, in which case no examiner is needed.

As regards the above, further reference is made to the guidelines on B.A. essays and the School of Law procedures relating to examiners.

B.A. essays shall be submitted to the office of the School of Law before the assigned deadline. Students cannot withdraw their essays once they have been submitted.

Students who do not achieve the minimum required grade for their B.A. essay can choose between writing a new 15-credit essay or completing two electives. A second B.A. essay means that the student must write a new essay under another advisor. Students may apply for special approval by the Dean of the School of Law for an essay topic that will allow the student to make use of previous work on gathering sources. In such cases students must provide a separate account of the new/changed approach and/or use of the material. In addressing such a request the Dean of the School of Law shall consult with the advisor in question.

Attendance is required in a course on the preparation of theses at the start of the term and the presentation of essay topics in early April.

In the course of undergraduate studies students shall complete a minimum of 165 credits in legal subjects; however, up to 15 credits may be completed in other subjects at university level instead electives in the third year of studies.

¹ This rule is effective as of the 2012/2013 academic year.

Courses are supervised by members of the permanent academic staff of the School, as decided by the Dean of the School of Law. However, supervision may be entrusted to part-time instructors if permanent faculty members are unavailable.

Article 4 **Learning outcomes**

On completion of B.A. studies in law, students shall possess knowledge, skills and qualifications in line with the established learning outcome for B.A. studies. On graduation, students should therefore possess (a) legal knowledge, (b) the ability to use the methods and procedures of law, and (c) the ability to use this knowledge and working skills in the course of work or further studies.

This includes the following:

a) Knowledge

That students:

Possess a general knowledge, understanding and insight into the principal theories and concepts of law;

Possess a knowledge and understanding of the sources of law and methodology of legal work;

Possess an overview of the current law in the principal fields of law;

Possess additional familiarity with the most recent knowledge in their chosen field of law;

Possess an understanding of the basic techniques of searching and information technology; they should know how to search for information and when information is needed;

Possess an understanding of the social role of law and its relations with other fields of knowledge;

Possess knowledge of the ethical foundations of law.

b) Skills

That students:

Should command the skills required to apply the methods of law and academic knowledge of the field;

Should be able to analyse legal issues and resolve them in a reasoned manner;

Should be able to assess the reliability of information and methods and choose between them;

Should acquire training in the use of necessary information in the resolution of legal issues;

Should have acquired a wide perspective and originality of thought and training in disciplined, precise working methods;

Should be able to employ critical academic working methods and ethical judgment in the resolution of problems.

c) Capability

That students:

Should possess the knowledge and training for a career in law and to undertake M.L. studies;

Should have command of independent and organised working methods;

Should be able to establish objectives and observe work schedules;

Should be able to participate actively in teamwork and lead working teams;

Should be able to interpret and present legal matters and findings;

Should be able to pursue knowledge and maintain and expand such knowledge.

Article 5 Studies and teaching

The following principles apply to teaching and studies at the B.A. level in the School of Law.

- a) The organisation of courses, teaching and evaluation should be consistent with prospective learning outcomes, degrees and courses.
- b) The studies, teaching and evaluation should be project-oriented.
- c) The emphasis should be on varied teaching methods and methods of valuation and considered feedback to students.
- d) Teaching should be conducted in general classes, discussion periods and working periods and take the form of assignments as decided by the supervising teacher at any time.
- e) The course material and teaching should be designed to provide students with a sound academic basis and effective training in its use. The focus should be on critical thinking and independence in working practices.
- f) Training in the resolution of legal issues should be at the core of the pedagogic approach of the School of Law. Students should have training in applying legal methodology in the context of teaching in all courses of law, even where this does not form a part of the evaluation of learning outcomes.
- g) Course supervisors should decide on the evaluation of performance. Evaluation of performance should reflect the points of focus in the teaching of individual courses.
- h) The resolution of practical assignments should form a part of the evaluation in all core courses involving the study of law.
- i) Mid-term examinations and final examinations should at a maximum account for 70% of the total performance evaluation in individual core subjects.²
- j) Studies and teaching in third-year electives are subject to the rules on masters studies in the School of Law.

² Item (i) is effective as of the 2012/2013 academic year.

In complementation of the above general principles, reference is made to the guidelines on teaching methods which can be accessed on the website lagadeildar..

Article 6 **Classes and work hours**

Normally, each core course of 8 credits will require 56 classes, assignment periods and discussion periods.

Normally, each core course of 7.5 credits will require 30-38 classes, assignment periods and discussion periods in the 6th term.

It is assumed that each credit of a course should be underpinned by 25-30 working hours (classes, assignment and discussion classes, students' preparation and assignment work). This means that 8 credits are the result of 200-240 hours of work. It should be evident from the approach taken in dealing with the subject of a B.A. thesis that the thesis is the result of no less than 375-450 hours of work.

Article 7 **Academic Affairs Council**

The role of the Academic Affairs Council is to work with the Dean of the School on the development of B.A. and M.L. studies, including their organisation and quality, teaching arrangements, teaching methods and evaluation, pursuant to the statutes of the School of Law.

Article 8 **Progress of studies**

Students should complete 30 credits per term, or 60 credits per year, assuming a normal progress of studies. Students may register for the second year in the School of Law if they have completed at least 48 credits of the course material of the first year with a minimum average grade of 6 or higher. In order to begin studies in the third year students must have completed at least 96 credits in the first and second year with a minimum average grade of 6 or higher. Students shall have completed a minimum of 90 credits at the School of Law at the latest two years after the last registration for the first year. Students shall have completed a minimum of 126 credits three years after the last registration for the first year. Students shall have completed their B.A. degree at the latest four years after the last registration for the first year.

The Academic Affairs Council can in exceptional circumstances grant an exemption from the general rules on progress of studies. Such an exception will be granted only in the event of valid medical reasons and justification. An application shall accompany the student's study plan, which the Academic Affairs Committee must approve and may subject to special conditions, e.g. regarding the organisation and progress of studies. The Council may request that a student submit a medical testimonial from a doctor or other

documents needed to evaluate the application. The Application must be received by the School of Law at least 8 weeks before the beginning of the term

Article 9
Maximum number of credits per term

As applicable, students may be permitted to register for one course per term in excess of 30 credits. Such registration is subject to consultation with the office of the School of Law.

Article 10
Performance evaluation and grades

Performance evaluation and grading in B.A. studies are subject to the RU Rules on examinations and grades. The minimum grade in core subjects, electives and B.A. theses is therefore 5.0. The minimum grade in methodology (course L-101), however, is 6. In subjects where a final examination (whether oral or written) forms part of the performance evaluation, other study components should only be assessed as part of the final grade if a student has achieved a specified minimum grade on the final exam, which should account for a minimum of 20% of the final grade for the course. If a student does not achieve the minimum grade in the final examination the student cannot benefit from any grades received for any other study components, even if the student repeats the course later.

Article 11
Re-enrolment

If a student does not meet the above minimum requirements regarding progress of studies, the student's rights to further studies at the School shall lapse. However, a student may apply for re-enrolment in the School. Since permission for re-enrolment constitutes a waiver of the minimum requirements for progress of studies, the condition is established that the student's record of studies must bear witness to unequivocal learning abilities or unequivocal improvements in their studies, and their minimum average grade must be 6 or higher. If such permission is granted, the student may, at his or her request, retain the courses/credits completed with a grade of 6 or higher. Permission for re-enrolment will only be granted once in the course of studies.

Article 12
Repeating examinations

Students may attend each course twice and take the examinations offered both times. Attending a course means that a student has been registered for a course until the deadline for dropping the course has passed. A student who does not meet the above requirements and wishes to continue studies at the School must apply for re-enrolment.

The conditions and consequences of re-enrolment are subject to the provisions of Article 11, as applicable.³

Article 13

Suspension of studies

Students may apply to the Academic Affairs Council for permission to suspend studies. The request shall be supported by adequate documentation showing sound reasons for the request. Reasons that may justify suspension of studies include childbirth or illness. Permission for suspension of studies may be granted conditionally. The maximum period of suspension of studies is 1 year. The maximum time of study pursuant to these rules will be extended for a time corresponding to the suspension of studies.

Article 14

Waivers

If the Academic Affairs Council has concluded that waivers of the rules on progress of studies and suspension of studies pursuant to Articles 11 and 13 do not apply, a faculty meeting of the School of Law may grant further exceptions from the rules if justly warranted. Such permission will only be granted in exceptional cases.

Article 15

Evaluation of earlier studies

A student wishing to complete a B.A. degree at the School of Law and requesting an assessment of earlier studies (transfer of credits) shall normally apply for such assessment to the Academic Affairs Council before 15 June for the autumn term and 15 September for the spring term.

Evaluation of previous studies is subject to the following rules:

- a) An application shall be submitted on a special form available on the School of Law website. The application shall be in writing and supported by adequate proof of the studies to be assessed, i.e. a detailed description of the studies and a certified diploma or a certified transcript of grades from the teaching department of the school in question.
- b) Only studies at the university level will be taken into consideration.
- c) Courses which a student completed more than 9 years before enrolment for studies in the School of Law will not be assessed for credits. Only courses completed with a grade of 6 or higher will be assessed, whether the courses have been taken at the Reykjavík School of Law, in other departments of Reykjavík University or at other universities.

³ This provision applies to student examinations in a course in which they were first enrolled in the autumn of 2011 or later.

- d) Previous studies may be assessed at up to 90 credits in the case of uninterrupted studies which, in the opinion of the Academic Affairs Council, are comparable to B.A. studies at the School of Law. If the studies for which assessment is requested are not comparable to B.A. studies at the RU School of Law, previous studies may be assessed at up to 15 credits.
- e) A student requesting assessment of courses from completed degrees in the field of law shall comply with the conditions of points (a) – (c) above. The student shall also meet the following conditions:
 - i. Grades shall be a minimum of 6 in all courses evaluated;
 - ii. The student must complete a minimum of 90 credits in law at the RU School of Law;
 - iii. The student shall spend a minimum of 50% of the time of studies at RU.
- f) A student requesting assessment of earlier courses from completed degrees in fields other than law shall comply with the conditions of points (a) – (c) above. In such cases students can, at a maximum, obtain an assessment of courses corresponding to 15 credits in place of elective courses in the 6th term, and courses regarded as comparable to the required fields in B.A. studies which do not pertain to the field of law.

Documents that need to accompany an application for assessment of earlier studies:

- a) The application itself, printed from the web.
- b) A certified transcript of grades from the university in question.
- c) Course descriptions from the university in question (dating from the year that the courses were taken).

Article 16

Rules on studies and examinations

The Reykjavik University School of Law has issued rules on examination materials in the School containing information on the material that students may take with them in examinations.

The general rule is that the teacher of the course should decide whether students should be permitted to take materials with them in examinations, and, if so, what materials. The rules in their entirety are available here: [á heimasíðu lagadeildar.](#)

In other respects, reference is made to the RU Rules on studies and examinations here: [heimasíðu HR.](#)

Article 17

OSCOLA citation standard

All theses and comparable assignments, such as opinions and resolutions of practical assignments, shall use the Oxford University Standard for Citation of Legal Authorities (OSCOLA). Rules have been issued on an Icelandic adaptation of the standard and all information relating to the standard is available at [heimasíðu bókasafns og upplýsingaþjónustu HR](#).

Article 18 Summer studies

The School of Law may offer summer studies, independently or in partnership with other parties, which qualify for credits toward an undergraduate degree, as further decided by the Dean of the School. Additional tuition fees may be charged for studies pursuant to this paragraph.

Article 19 Tuition fees

The University Council will decide on tuition fees for undergraduate studies.

Article 20 Decisions and recourses for appeal

Except as otherwise provided in these Rules, the Dean of the School of Law shall have the power of final decision regarding the conduct of undergraduate studies in law.

According to the statutes of the School of Law and these rules, the Admissions Committee shall decide on admissions to B.A. studies pursuant to Article 2 of the Rules. The Academic Affairs Council is also charged with decisions on the assessment of earlier studies, as provided in Article 15 of these Rules, and decisions relating to the progress of study of individual students pursuant to Articles 11 and 13 of the Rules.

Decisions of the Academic Affairs Council may be appealed to the Dean of the School, who has the power of final decision.

Where these rules provide that the School of Law has powers of decision, such powers are vested in faculty meetings.

A student who has exhausted all recourses within the University may submit his or her case to the board of appeal to deal with Higher Education Institution student's complaints pursuant to Article 20 of Act No. 63/2006 on universities. The role of the Appeals Committee pursuant to Rules No. 1152/2006 is to issue rulings in cases where students at universities certified by the Minister of Education believe their rights have been violated regarding: (a) examinations and performance evaluation, including the conduct of examinations, the arrangements of grading, the appointment of examiners and the publication of grades; (b) evaluation of progress of study, including the right to repeat examinations; (c) the process of applications for admission, including the arrangements

of the transfer of credits between schools; (d) the expulsion of students from schools and the application of other disciplinary actions. The Appeals Committee will not discuss matters relating to the professional judgment of teachers (e.g. examinations).

Article 21
Rules of Reykjavík University

Where these Rules do not provide otherwise, the general rules of Reykjavík University on masters studies at the School of Law, including the RU Code of Ethics, on undergraduate studies in law shall apply and, as appropriate, other rules of the School of Law.

So approved at a Faculty Meeting of the School of Law on 13 January 2012.

So approved at a Faculty Meeting of the School of Law on 6th December 2012

So approved at a Faculty Meeting of the School of Law on 18th June 2013