

**Bachelor of Laws
Handbook 2026**



Critique.



While every effort has been taken to ensure the information contained in this Bachelor of Laws Undergraduate Handbook is accurate and up-to-date, the contents are subject to change and review. The University of Canterbury makes no guarantees as to the accuracy of the information contained in this publication. For formal course regulations and prescriptions, please see the University of Canterbury Calendar. The information contained in the University of Canterbury Calendar is definitive. Faculty of Law Undergraduate Handbook published February 2026.

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Kia ora koutou and welcome!

A heartfelt welcome to the 2026 academic year at Te Whare Wānanga o Waitaha | Canterbury University's Faculty of Law | Te Kaupeka Ture whether you are returning to the Law Faculty or are completely new to the University and embarking on studies for the LLB, or postgrad law. My academic and professional colleagues and I are very much looking forward to meeting you in the lecture theatres, around campus, or at one of the fantastic events and competitions our eight law clubs are running this year.

I hope you will immerse yourself in the law and university life, to meet new friends, and to make the most of what Ōtautahi Christchurch has to offer. If you are new to Christchurch, the University campus, and/or the Law School and it all seems a bit confusing you will not be alone. I moved to Christchurch to become part of the Te Kaupeka Ture whānau as the Dean of the Faculty myself, and my experience has been that everyone here is super friendly and happy to help – so please ask if you need assistance.

Now let me tell you a bit about the law school. Your Faculty of Law has a proud tradition dating back to 1873 when the University was established. It is known for its innovation and dynamic approach to legal education in New Zealand and is a leading organisation within the University community, the wider social community and also the professional community of, Ōtautahi, Canterbury and Aotearoa | New Zealand. You have chosen well! And you now have your opportunity to play your part in the history of the Faculty of Law.

This handbook will provide you with information that will assist you to be an effective member of the Law School whānau and the wider University community. It will prove a valuable companion over the course of the year. In addition to finding your way at the University and within the wider Christchurch Community we are sure that you will have a number of more immediate questions about structuring your degree and passing exams.



This handbook is rich in information. It tells you about the structure of the Bachelor of Laws degree and the facilities available to you that will help you achieve your goals. Note particularly the definitions of the meaning of grades and the caution concerning dishonest or improper practices. Be aware also of the details of the procedure covering Special Consideration Applications for when you are unable to complete assessment requirements owing to illness or other reasons, and particularly that not all assessments are subject to the Special Consideration procedure.

Please read the handbook and familiarise yourself with its contents. Keep it to hand throughout the year. If in doubt, consult the University Calendar or ask a staff member. The Faculty Reception staff on Level 1 of Karl Popper can answer general enquiries but for academic advice you may need to consult the the Assistant Dean (Students) Law, Mr Simon Dorset, or the Student Advisors, Ms Vicky Yee or Dr Ibnu Sitompul. Refer to page 6 for details of how to make an appointment. We are looking forward to getting to know you and take this opportunity to wish you all the best in your academic studies.

Kei ōu ringaringa te ao. | The world is yours.

A handwritten signature in blue ink that reads "Rea Butler".

Law degrees at UC

Bachelor of Laws

The Bachelor of Laws degree (LLB) is a professional degree and does not have a major attached to it like some degrees. Everyone who earns an LLB gains a broad background in law.

This is because the content of the compulsory courses is prescribed by the New Zealand Council of Legal Education (NZCLE). These courses must meet the criteria set by this organisation for courses of study that qualify for the examination and practical legal training of persons wishing to be admitted as barristers and solicitors in New Zealand. The compulsory courses, referred to as Schedule C courses, make up the basic framework of the LLB.

In addition to the compulsory courses, many elective Law courses are available in all areas of legal study. These are referred to as Schedule E courses.



LLB degree content

The Bachelor of Laws degree is normally composed of four years of full-time study during which you must take 75 points of non-Law courses, plus eight Schedule C compulsory Law courses prescribed by the NZCLE. You also choose the equivalent of a further thirteen 300-level Schedule E elective Law courses. The University of Canterbury Calendar and the UC Regulations website contain the regulations for the LLB degree.

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LLB with Honours

Students who do well in their early years of study may be invited to complete an LLB with Honours. Honours students must complete three additional courses, LAWS 410 Advanced Research Skills, LAWS 420 Honours Research Paper and LAWS 430 Honours Dissertation within the prescribed period.

Entry into the Honours programme is limited to around the top 25 eligible students per year. To be eligible for consideration, a student must have completed at least three LAWS200 courses (preferably LAWS203, LAWS205 and LAWS206) and no more than 45 points from Schedule E to the LLB.

Professional Legal Studies

To be eligible to apply for admission as a Barrister and Solicitor of the High Court, a candidate must have graduated with an LLB degree, passed the course in Legal Ethics and must also have completed an approved professional legal studies course.

There are two organisations with responsibility for professional training for graduates seeking admission as Barristers and Solicitors of the High Court of New Zealand. These are the Institute of Professional Legal Studies and the College of Law (New Zealand).

Their contact details are:

Institute of Professional Legal Studies: www.ipls.org.nz

College of Law (New Zealand): www.collaw.ac.nz

Bachelor of Criminal Justice

Students may also wish to consider enrolment in the Bachelor of Criminal Justice degree. This degree may be completed in three years of full-time study. It does not qualify graduates to practise Law.

Graduates will find a BCJ will prepare them for careers in all aspects of criminal justice, in particular roles within the police, Ministry of Justice and Department of Corrections.

The degree is also likely to be applicable to working in many government departments, including prisons, probation and parole, in criminal justice policy, forensics, public and private investigation and security.

Much of the BCJ is prescribed, with electives chosen from particular courses. The electives enable you to choose from courses in Criminal Justice, History, Human Services, Forensic Linguistics, Forensic Science, Philosophy and Psychology.

The University of Canterbury [Calendar](#) and the UC Regulations [website](#) contain the regulations for the BCJ degree.

Double degrees at UC

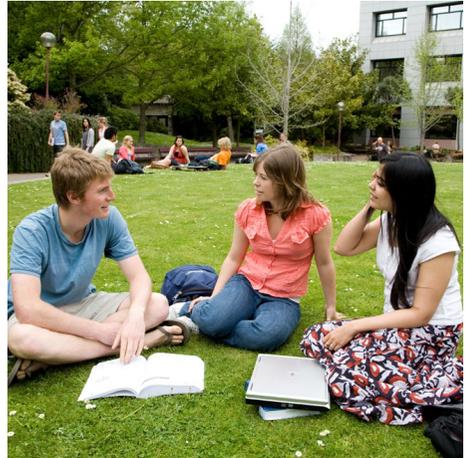
Many LLB students choose to complete double degrees. Double degrees can be seen as a wise investment for the future, expanding employment opportunities, while at the same time giving a competitive advantage to job applicants. This is facilitated by the provision for cross-credits between the LLB and other degrees.

Common double degree choices are LLB/BCom, LLB/BA, LLB/BCJ and LLB/BSc.

The choice of degrees can give graduates entry into specific areas of employment. For example, an LLB/BSc double degree specialising in Environmental Science could open up excellent opportunities in the resource management field.

An LLB/BCom would be more likely to lead to a career in business management, often to Chief Executive and director level in large companies. An LLB/BA specialising in Media and Communication could be the pathway to a career as a media lawyer. A BCJ and LLB might lead to a career in criminal law practice, policing or corrections. The combinations and opportunities are exciting and numerous.

A double degree is also an excellent opportunity to gain a sought-after, marketable degree in



combination with a degree in a more specialised area of study that you may have a particular talent or interest in. For example, you might choose to combine an LLB with a BA in Art History or Classics.

An LLB and a 3 year degree can normally be completed in five and a half years of full-time study. Double degree students need to plan their courses carefully and should confer with the Student Advisor or Assistant Dean (Students) Law – as well as the Student Advisors in the other Faculty – to ensure that course choices will meet double degree requirements. It is important to check degree completion requirements every year with each Faculty.

Planning your LLB degree

LAWS 101 and LAWS 110 are compulsory courses designed to provide the basic information and skills required for legal study. LAWS 101 and LAWS 110 are followed by the LAWS 200-level courses, all of which are compulsory. For details see <https://www.canterbury.ac.nz/law/>

LAWS 200-level courses are limited entry courses. It is absolutely essential that students wishing to be considered for entry to these limited entry courses apply to enrol by the published deadline. If students do not apply to enrol by the deadline, the places in limited entry courses will be given to other eligible students who have applied. The deadline for application to enrol in these courses is earlier than in other courses, and is published annually in the University of Canterbury [Guide to Enrolment](#) and on the UC School of Law [website](#). See page 12 for selection criteria for LAWS 200 courses.

Some 300-level courses, eg, Trial Advocacy, are also subject to limited entry. Deadlines for applications to enrol may differ from those for LAWS 200-level courses. Deadlines are published in the [Guide to Enrolment](#), the UC [Calendar](#) and in the Course Information on the website.

The Assistant Dean (Students) Law and the Student Advisor are available to give guidance to students on all matters including course options and degree or double degree programmes.

Please click [here](#) for the Course Advice page on our website.

Degree regulations

The University of Canterbury [Calendar](#) is the definitive source of the regulations governing your degree or degrees. The Senior Academic Advisor, Assistant Dean (Students) Law and Student Advisor are a good source of advice for assistance in understanding the regulations.

Course options

Current course offerings are published each year in the University of Canterbury [Calendar](#) and the [Guide to Enrolment](#). The most up-to-date list of course offerings and information about courses can be found by following course links on the Courses and Qualifications web pages. The New Zealand Council of Legal Education (NZCLE) expects that NZ Law Schools will teach face to face. Consequently **no** LLB courses are offered extramurally.

When planning your elective courses, check whether particular courses have prerequisite courses that you have to pass first.

In addition to the compulsory courses, the Legal Ethics and Tikanga courses will need to be taken as electives in order to be eligible to be admitted as a barrister and solicitor, and so be able to practice law.

Bachelor of Laws – typical degree structure

Year 1

LAWS 101	LAWS 110	100 Level ¹	100 Level	100 Level	100 Level	100 Level
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Year 2

LAWS 203	LAWS 204	LAWS 205	LAWS 206
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Year 3

LAWS 202	LAWS 301	300 Level	300 Level	300 Level	300 Level	300 Level
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Year 4

300 Level							
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 Compulsory Law courses  Electives  Non-Law courses

¹ May include CRJU 101 and CRJU 160.

Each small block represents a 15-point course. Large blocks represent 30 point courses.

If you want to work for Foreign Affairs, enrol in LAWS 324 Principles of Public International Law and other International Law subjects.

Beyond these broad categories it is very difficult, when writing generally in a publication such as this one, to be precise about the courses you should take. There is a list of suggestions on the LLB specialisation pages. Do what you are interested in and you will do well.

Course advice and information

For pre-enrolment advice:

Future Students Office

For first year student advice, please contact firstyearadvice@canterbury.ac.nz.

Faculty of Law Student Advisors are located on Level 2, Karl Popper and individual appointments may be made by following the link: <https://canterbury.libcal.com/appointments/law-student-advisors>

To email the student advice team:

lawandjusticedegreeadvice@canterbury.ac.nz

Vicky Yee

Student Advisor

Ibnu Sitompul

Student Advisor

Nicole Anfang

Academic Services Manager

Simon Dorset

Assistant Dean (Students)

Academic information for students

UC Calendar

There is vital information for all students in the Regulations in the University of Canterbury [Calendar](#).

A summary of some areas is provided below, but the [UC Calendar](#) should always be consulted for complete and current information.

Change of course procedure

If students wish to alter a course after enrolment they must do so by submitting a “Change of Enrolment” online. See the [Guide to Enrolment](#) for procedures and deadlines.

Discontinuation of courses

A student who does not intend to complete a course should follow the change of course procedure outlined in the [Guide to Enrolment](#). If this is not done it will be presumed that he or she is continuing to attend lectures and intends to sit examinations. This will have serious negative consequences:

- the student will be regarded as having failed the subject or subjects concerned
- the failed subject will show as such on the student's academic transcript
- the failed subject will be included in the Grade Point Average calculation
- the failure may have an effect on eligibility for a student allowance
- the student may be in breach of the University's academic progress regulations. See page 12.

Conditions for credit

Students are referred to the General Conditions for Credit Regulations in the [Calendar](#).

In the School of Law, the conditions for credit vary from course to course. Students will be

notified of the conditions at the beginning of each course. The basis of assessment for each course will be emailed to students at the commencement of each Semester and will be indicated in course outlines.

- Required work: All compulsory tests, essays and other work must be satisfactorily completed unless exemption is granted by the Dean. Where there are compulsory lectures, tutorials or seminars, satisfactory attendance and performance is required. Failure to comply with these requirements may result in a student not being credited with a course regardless of his or her performance in the final examination.
- Exemption from required work: Students seeking exemption from tests or exercises for any reason, including illness, should see, in the first instance, the Law Academic Administrator and must do so at the earliest opportunity. It may be possible to grant a total or partial exemption, or to require other work in lieu of that which has been missed. In the case of illness affecting a test, see the section on special consideration.

Special Consideration in the Faculty of Law

Students who are prevented from completing a test or exam in a Law course, or whose performance has been impaired by illness, injury, bereavement or other critical circumstance may apply for Special Consideration for the work concerned. A medical certificate for illness, or supporting documentation for bereavement or other critical circumstances, is required in support of a Special Consideration application.

Special Consideration applies where a student has covered the work of a course but is prevented by some impairment from demonstrating their

mastery of the material or skills at the time of test or exam. It is not available where the impairment affects the learning of material in courses.

Application should be made online to the Whakatutukitanga | Records, Examinations and Graduation Office, within five working days following the date of the test or exam. Please see the Academic Administrator, Faculty of Law, for queries or assistance.

Students wishing to apply for Special Consideration for any essay, assignment or quiz must refer to the Extension Procedures outlined in the School of Law Undergraduate Handbook. Special Consideration applications for essays, assignments or quizzes will be declined and referred by the Whakatutukitanga | Records, Examinations and Graduation Office to the School of Law Extension process.

Internal Tests

For 100-level, 200-level and 300-level courses where a student is impaired for an internal test and has an application for Special Consideration accepted, the decision on what grade to award will be considered in a School of Law Special Consideration meeting at the end of the course and notified via the grade being released on Learn.

For 100-level and 300-level courses where a student is absent for an internal test worth more than 30% of the course and for 200-level courses where a student is absent for an internal test (regardless of the percentage value), and has an application for Special Consideration accepted, that student will be required to sit a special test to replace the one they were absent for. The Academic Administrator will notify the student when the special test(s) will be held.

For 100-level and 300-level courses where a student is absent for an internal test worth 30% or less of the course and has an application for Special Consideration accepted, that student will not be required to sit a special test and the decision on what grade to award will be considered in a School of Law Special Consideration meeting at the end of the course and notified via the grade being released on Learn.

Final Exam or Final Test

For 100-level, 200-level and 300-level courses, if a student is impaired for the final examination or final test and has an application for Special Consideration accepted, that student will receive no change of grade. Such students will, however, be offered the option to sit a special test/exam. If the option to sit a special test/exam is taken, the grade awarded in the special test/exam will replace the result in the final test or examination.

For 100-level, 200-level and 300-level courses, if a student is absent for the final examination or final test and has an application for Special Consideration accepted, that student will receive no grade and will be required to sit a special test or exam. The grade awarded in the special test/exam will, together with the internal assessment, give the overall result.

For all final examinations or final tests where a student has had an application for Special Consideration accepted, the student needs to give the Academic Administrator formal notice in writing (either by email or letter), by the second Friday after release of the final results for that Semester, of their decision to sit the special test or examination. No late applications, after this deadline, to sit a special final exam or test will be accepted.

All special tests/exams for Semester One courses will be held in the mid-semester break in Semester Two (usually late August/early September). All special tests/exams for Semester Two/Whole Year courses will be held in late January/early February the following year.

No Special Consideration applications in relation to a Special Test/Exam will be accepted by the School of Law unless as a result of exceptional circumstances, such as a bereavement during the special examination period.

For any student there remains the discretion of the Dean to make the final decision on their result following an approved Special Consideration application.

For further details, including the need for supporting evidence and the right of appeal, reference should be made to the University of Canterbury Calendar, Special Consideration Regulations and the University's [Special Consideration information](#) online.

It should be noted that in the case of assessed work (quizzes, essays and assignments), other than tests or examinations, a Special Consideration application is NOT available in the Faculty of Law. In these situations the Faculty may offer an extension of time without penalty to complete the work. Please see below for information in relation to Extension Requests.

Extensions in the Faculty of Law

Extensions of time without penalty for the submission of assessed work such as quizzes, essays and assignments may be granted in exceptional circumstances, such as illness, injury, bereavement or other unforeseen critical events.

Supporting documentation is required (eg, medical certificate in the case of illness) and must be presented, with the application form, prior to the assessment due date.

Extensions will not be granted because of pressure of university work, eg; several assignments being due at the same time, or because of the demands of extra-curricular activities, eg; employment or sporting commitments.

Students must plan their year's work to enable them to meet their academic deadlines.

Students are also advised that computer failure is unlikely to provide a sufficient reason for an extension save in exceptional cases.

Decisions on applications for extensions are made by the Head of School or their delegated representative. Enquiries regarding extensions can be made to the Law Administrator. Applications must be made online [here](#).

Tutorials

If a subject includes tutorial teaching, all students taking that subject must enrol in a tutorial group. Students will be notified by email when the online tutorial self-allocate system is available for students to choose their tutorial group. Students who do not self allocate, will be automatically allocated before tutorials commence.

Students must attend the tutorial group in which they are enrolled. Students will only be permitted to change their tutorial groups in exceptional circumstances and with the permission of the Senior Tutor.

Changes for work, social, sporting or other recreational convenience are unlikely to be accommodated.

Any student who needs to change groups should contact the Senior Tutor as soon as possible.

A student whose preparation for a tutorial is inadequate or who fails to attend a tutorial may be required to do written work in lieu.

Course assessments

Most full year subjects are assessed by a test and final examination. In some subjects, essay work instead of, or in addition to the test, also counts towards the final grade. Assignments, tests and examinations will only be assessed once. Re-submissions or re-sits are not permitted.

In some courses there are optional assessments which may contribute to the final grade.

For some subjects, written work may be set which does not count formally towards the final grade.

Such work may, however, be taken into account informally, and may improve a student's grade in cases where the formally-assessed work is marginal. The standard of the year's work may be particularly important if the student is a borderline pass/fail candidate, and also in the case of any student who has applied for a Special Consideration.

Failure to submit compulsory written work and complete it to the required standard may result in failure in the course.

Written course work submission

Written course work, other than tutorial exercises, is marked anonymously. To facilitate this, please include your student ID rather than your name on each page of all course assessments. A Faculty of Law essay/assignment template should be downloaded and used for all such work. This has all the required information including student ID, and formatting for essays and assignments. The essay template is on the Law [webpage](#), or on the relevant Learn page.

In all LAWS courses, essays and assignments must be uploaded to Learn by the required due date and time.

Late assignments must be emailed to the Academic Administrator. The date and time it is submitted will be noted for the Course Supervisors information and recorded. See page 9 for information on Extension applications. Late work submitted outside of office hours (8.30am-4.30pm, Monday to Friday) must be emailed to the Academic Administrator. Written work uploaded to Learn is for submission purposes or the submission of late work, and Turnitin and word length purposes only. Essays submitted late will be penalised - see below. Marked course work will generally be handed back from the Law Reception (Level 1, Karl Popper). You must present your Student ID Card as proof of identity when collecting work.

Assignment deadlines

Meeting assignment deadlines is an important part of a law degree. If a student cannot meet an assignment deadline for a good reason, they may apply for an Extension (see page 9). Work handed in after the deadline (or the Extension deadline) will be subject to a penalty. The penalty will be 10% of the highest achievable mark for the assignment for work handed in within 24 hours after the deadline, and an additional 10% for each subsequent 24 hours. If the work is handed in more than 72 hours after the assignment deadline, it will not be marked and receive a mark of 0%.

Word Count (incl. footnotes)

A penalty of 1% of the total marks available for the piece of work submitted will be imposed for every 1% (or part thereof) by which the work exceeds the specified word limit. A bibliography, if required, is excluded from the specified word count for a piece of work.

Internal reassessment guidelines

For internal assessment, such as tests, essays and assignments, students have 5 working days after they are advised that the result is available to request a re-mark/reconsideration. The process for this is as follows:

- Student completes the Reconsideration of Internal Mark Form and emails it, with the required supporting documents, to law-enquiries@canterbury.ac.nz;
- Once the re-mark is complete the Academic Administrator will contact the student, via email, to advise them of the re-mark decision.

For reconsideration of final exam grades, see page 12.

Formal examinations

Students' attention is drawn to the following extract from the University's Examination instructions "write clearly; illegible answers will not be marked". Students should familiarise themselves with the *examination instructions* well in advance of sitting examinations. It is important to note that students must not communicate with any examiner except through the Registrar (see University [Calendar](#)) in the period between the end of examination and the publication of results.

Meaning of Grades

Grade	Min Mark*	Short Description	Fuller Description	Level
A+ (90 – 100%)	22.5/25 18/20	Outstanding/ Exceptional	All the following expected: All major points identified and answered correctly where appropriate. Alternative arguments canvassed. Originality evidence of significant reading and thought Very high standard of prose and organisation	1 st Class Honours
A (85 – 89%)	21.25/25 17/20	Excellent	Nearly all of the requirements for an A+	1 st Class Honours
A- (80 – 84%)	20/25 16/20	Extremely good	Meets most of the requirements for an A+	1 st Class Honours
B+ (75 – 79%)	18.75/25 15/20	Very good	Most major points identified and answered correctly Confident control over the subject matter Very good understanding Very good prose and organisation No confusion or irrelevant material	Second Class Honours/Division 1
B (70 – 74%)	17.5/25 14/20	Good	Good understanding, but not as secure as for B+	Second Class Honours/Division 2
B- (65 – 69%)	16.25/25 13/20	Reasonably good	As for B, but even less secure	
C+ (60 – 64%)	15/25 12/20	Competent	Essential points identified and answered Basic understanding A little confusion and irrelevancy tolerated	
C (55 – 59%)	13.75/25 11/20	Passable	About half of the issues answered correctly Basic understanding Some confusion and irrelevancy tolerated	
C- (50-54%)	12.5/25 10/20	Barely Passable	About half of the issues raised Very bare understanding Some confusion and irrelevancy tolerated	
D (40 – 49%)	10/25 8/20	Poor	Inadequate Confused Significant gaps in understanding and knowledge	
E (0 – 39%)		Unacceptable	Very poor knowledge and understanding	

*Minimum scores ignore rounding, which may lift some students.

Reconsideration of final grade

Within 4 weeks of the date of publication of final results, any student can apply for a Reconsideration of Final Grade. This is done by [applying online](#). The fee will be refunded if the reconsideration results in a change of grade.

Academic progress

The Dean of Law is obliged to review the record of any student whose progress towards degree completion is unsatisfactory.

It is deemed unsatisfactory if the student has not passed more than half the points for which they were enrolled; or if they fail to pass half or more of the points for which they were enrolled in the last two years of study; or if they have an overall GPA of less than 1.0; or if they have withdrawn from more than half of the courses in which they enrolled in the preceding two years; or if they have otherwise failed to demonstrate any likelihood of success.

Note: A year of study is any year in which the student was enrolled for at least one course. Students whose records are reviewed may be declined further enrolment. For full details see the Academic Progress Regulations – in the University of Canterbury [Calendar](#).

Admission to LAWS 200 courses

The criteria for admission to LAWS 200 courses are as follows:

- (a) Continuing LAWS 200 students:
In order to be sure of continued admission to LAWS 200 courses, a student must have passed at least one half or a majority of the LAWS 200 courses in which the student was enrolled in their most recent year of LAWS 200 enrolment.
- (b) LAWS 101 and LAWS 110 students
Admission to LAWS 200 courses depends on performance in LAWS 101 and LAWS 110.

If you are continuing in LAWS 200s then apply for all or some of your remaining LAWS 200s and LAWS301. Note that students may not enrol in any LAWS 300s unless they have completed 75 points non law and either completed all their LAWS 200s or are concurrently enrolled in their remaining LAWS 200s. Students will be notified by email in late December of the decision on their application for LAWS 200-level courses.

- (c) Transfer students
Admission to LAWS 200 depends on these students' academic records. Each applicant is assessed individually.
- (d) Graduate students
Graduate students enrolling in LAWS 101 and LAWS 110 may be concurrently admitted to LAWS 200 courses. Admission depends on these students' academic records. Each applicant is assessed individually.
- (e) Students Limited out of LAWS 200
Students who passed LAWS 101 and LAWS 110 previously but did not gain entry to LAWS 200 and who have then undertaken a full-time year of non-law study which contains a significant element of advancing courses at 200 or 300-level and who gained very strong results for the whole of that year may be admitted to LAWS 200.
- (f) Special Applications
Details of Te Tono Whakatapoko | Discretionary Application and International Student Quota can be found on the Law website. Applicants must have passed LAWS 101 and LAWS 110. Application for enrolment details can be found in MyUC. The LAWS 200 application closing date is published in the [Guide to Enrolment](#) and on the Law [website](#). Applications to enrol must be lodged by this closing date.

If you are seeking to enrol in LAWS 200s for the first time then apply as follows:

- Double degree fulltime students – at least all three of LAWS 203, 205 and 206 [and add 204, if you want to be full time and working towards your LLB only]
- Part-time students (whether double degree or not): at least one of 203, 205 and 206 only, **and** in this sequence.
- LLB only full time students: all four of LAWS 203, 204, 205 and 206.

Academic Misconduct

Students must ensure that they do not engage in academic misconduct. Academic integrity means acting honestly, fairly, ethically, responsibly and with due care in academic work. Academic misconduct is student conduct that is in breach of academic integrity. Academic misconduct can be intentional or unintentional.

Examples of academic misconduct include, but are not limited to:

- Plagiarism - where a student copies or otherwise improperly uses the work of another without appropriate acknowledgement, thus representing the work as their own. This includes the copying of text, whether word-for-word or paraphrased, the structure of text, ideas, evaluations, summaries, diagrams, images, sounds, software code, research data, audio-visual material and creative works.
- Self-plagiarism - where a student submits work that has previously been submitted by that student in that or another course or programme of study, whether at the University or elsewhere, without the prior approval of the course coordinator.
- Improper use of Artificial Intelligence tools - where a student uses a generative artificial intelligence (AI) tool in a manner that is not expressly permitted or fails to acknowledge the use of a generative AI tool as instructed.
- Collusion - where a student works with another student in a way that is not expressly permitted by the instructions of the assessment.
- Ghost writing/contract cheating - where a student submits or allows to be submitted work that has been completed by another person as their own. This includes acquiring or commissioning work from another person, whether paid or unpaid.
- Academic misconduct in examinations and tests - where a student engages in conduct that breaches the instructions or conditions of an examination, test or similar assessment that is intended to or may result in an unfair advantage.
- Other examples of academic misconduct include where a student supplies false or misleading information or materials, such as an incorrect word count, and where a student breaches the instructions of course work in a way that is intended to or may result in an unfair advantage.
- Where a student attempts to engage in conduct that would amount to academic misconduct, or where a student assists, encourages or incites another student to engage in conduct that would amount to academic misconduct. This can include the sharing or publication of assessment questions, answers, submissions or other related work or information where this is intended to or may result in an unfair advantage.

For further information see: UC Academic Integrity: <https://www.canterbury.ac.nz/about-uc/what-we-do/teaching/academic-integrity>

If students are unsure about whether AI use is permitted for a particular assessment or in a particular course, then they should contact the course coordinator for clarification.

Issues of possible academic misconduct will normally be dealt with by an Academic Integrity Officer. Findings of academic misconduct may be disclosed to the New Zealand Law Society and may affect a student's future admission as a barrister and solicitor.

Student support and wellness

UC Māori

UC Māori offer support and advice for all ākonga Māori. Our initiatives help ākonga Māori to succeed academically while encouraging personal growth and cultural connectedness through the support of our own unique hapori Māori here at UC. We encourage you to make the most of the opportunities available. To find out more and connect with the Kaiurungi team visit: <https://www.canterbury.ac.nz/life/support-and-wellbeing/uc-support-services/uc-maori>

Pacific Development Team

The UC Pacific Development Team offers pastoral care through advisors who can help students with almost everything! In addition there is a tutoring programme where students can gain additional tutoring, as well as a mentoring programme. They also fill the year up with lots of fun events so keep an eye out!
<https://www.canterbury.ac.nz/communities/pacific-students>

Coping well with stress while studying

Stress is a normal part of life that occurs when we are taking on new challenges - an unavoidable part of being at university.

The study of law can be particularly demanding. A heavy workload, high expectations for achievement, and competition between students can result in a lot of pressure to perform well. Friends and family can be supportive, but social life can be a source of stress in itself.

While a moderate amount of stress is perfectly healthy, intense or prolonged stress can be a problem worth doing something about.

The Mental Health Foundation recommends five strategies to increase our resilience: 1) connect with others, 2) be physically active, 3) give some

of your time to helping others, 4) take notice of the simple things in life that give you joy and 5) be open to new experiences and learning. Fitting these principles into daily life, even in small ways, can help us cope with the demands of life.

Sometimes we are tempted to cope with stress by doing things that provide short-term relief: procrastination, alcohol or drug misuse, withdrawing from challenges or even just staying in bed. Unfortunately, these approaches often create more problems in the long term, and it is better to cope more actively.

Working out what is important to us and committing to taking action towards meaningful personal goals, even when that is challenging, is a more effective approach to take in life. This might mean giving and receiving support, sticking to a study schedule, practicing assertiveness, following a healthy lifestyle, doing volunteer work, being an active club member or engaging in other valued activities.

Our university has some great resources to call upon when the struggles are becoming too much. You can talk to these members of staff in the Law School: Professors Ursula Cheer, Lynne Taylor or Neil Boister.

You can, of course, speak to any other member of staff if you would prefer that. You can also access the following via email:

- Counselling or medical care from UC Health Centre: healthcentre@canterbury.ac.nz
- Advice and support from Student Care: studentcare@canterbury.ac.nz
- Advice and support from the Māori Student Development Team: ucmaori@canterbury.ac.nz and the Pacific Development Team: ucpacific@canterbury.ac.nz

General information

The Library

Our job is to help you!

We (Theresa Buller and John Arnold) are the dedicated Subject Librarians for Law.

We are here to help you to develop the skills you'll need to find information for your assignments as well as to explain and assist with the intricacies of the New Zealand Law Style Guide. These skills will set you up to get your degree and to succeed as a lawyer in the workforce.

Much of what you'll need is available online and can be accessed from the Law Subject Guides. We have copies of all required and recommended textbooks on 3 hour or 3 day loan, which can be found on Level 2 of the Central Library.

We are based on Level 5 of the Central Library in Puaka – James Hight. Please come and visit us at our desks for a one-to-one consultation during the year. Alternatively you can email, phone, use AskLIVE or ask for us at the Information Desk on Level 2 of the Central Library. We are experts at using the library databases, finding obscure cases and journal articles as well as helping students get started with their assignment research.

We are looking forward to meeting all first year students in LAWS110. For returning students we offer a programme of legal research skills at the start of Semester One as well as assignment-specific tutorials in selected 200 level papers.

Visit the Law Subject Guide at:
<http://canterbury.libguides.com/laws>

Library hours

See the library website:
<https://www.canterbury.ac.nz/library/>

Studying abroad

Student Exchange schemes

The University has bilateral agreements with a number of overseas universities for the exchange of students, generally for a period of up to one year. Participants take courses at partner universities to substitute for courses that they would normally have taken as part of their degree programmes at their home universities. Courses to be taken at the overseas university must be approved in advance by the Dean, via the International Mobility Co-ordinator, Student Services.

A feature of all exchange agreements is that students pay for their tuition at their home university and not at the partner university, which results in significant savings in tuition fees for NZ students studying abroad.

Normally, Law students require a B average in Law courses in order to participate in an exchange. Students who wish to participate in an exchange should attend an introductory seminar. Further details are available from the International Mobility Co-ordinator.

In addition, the School of Law is fortunate to have exchange agreements with the Schools of Law at the Universities of Nottingham and Sheffield in England and the University of Cincinnati in the USA. Official application must be made via the International Mobility Co-ordinator.

LLB Honours students must discuss possible exchange options with the Honours Administrator prior to applying for an exchange, as exchanges course results are included when assessing the division of honours.

Communications

Students should consult the School of Law webpage and Learn pages regularly. Student email will be used extensively to keep you informed about tutorial changes, notices from lecturers, deadlines and other vital information, especially when changes or cancellations are required to be made at short notice. Emailing information, displaying it on webpages and on the relevant Learn pages is regarded by the School as notice to all students.

Please check the website frequently to learn where this information is displayed.

It is essential that you check your student email daily. You may wish to forward your UC email to your personal account – if so, please consult IT.

Using AKO|Learn

Students will extensively use the AKO|Learn pages as part of their studies. Each course has a Learn page on which the lecturers post the Course Outlines and readings that are an integral part of the course. Other relevant information, relating to assessments, tutorials, workshops, etc, will also be posted on Learn pages. All essays and assignments will be uploaded on Learn as the submission process to be checked for submission deadlines and through Turn-it-in.

Students are encouraged to make use of the Learn site on a daily basis. The Learn site is accessed here: <http://learn.canterbury.ac.nz/>

Using My Timetable

Students will use My Timetable as the primary source of information for their lecture, tutorial and workshop days, times and rooms. They will also be able to find details of their internal tests on My Timetable.

Students are urged to use My Timetable on a daily basis. It is possible to sync My Timetable with other devices so a student will be able to view their timetable on, for example, their iPhone. It is important to resync to your phone at regular intervals throughout the year as changes are made to timetable information.

My Timetable can be found at this link: <https://mytimetable.canterbury.ac.nz/aplus/student>

UC Careers

The Centre for Employability & Career Development team are professionally qualified Career Consultants and Graduate Recruitment Specialists.

Located at the UC Careers, Internships & Employment Centre, Level 1 Jane Soons, the team provide a comprehensive range of services which assist students to :

- Make informed course and career decisions.
- Develop career management competencies.
- Make the most of University from a careers perspective.
- Prepare for and transition successfully to the world of work.

Career consultations, online career development modules, seminars and workshops, online and printed resources, UC Careerhub, the online job board, Employer Information Sessions and career fairs are just some of what is available to students at UC.

<https://www.canterbury.ac.nz/life/jobs-and-careers>

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