HOLIDAY GREETINGS FROM DEAN DOUGLAS RAY

I write to wish you a successful examination period and the Happiest of Holidays. I hope your holiday break will be a time of renewal spent with family and friends. As you enjoy your well-earned break, you may also want to take advantage of the opportunity to learn more about the legal profession and improve your career prospects.

Opportunities include:

1. Informational Interviews

Many alumni and alumnae will be happy to meet with you for "informational interviews." Such meetings, though not job interviews, give you the chance to learn about a region in which you might be interested, a practice specialty or type of firm and about how to pursue job opportunities in that region or specialty. Most importantly, such interviews help you begin to create a network. The more people you meet and the more people you impress, the more likely you will learn about a job opening or be recommended to a friend. Informational interviews provide positive opportunities. Many of our alumni will be happy to talk to you. You can find alumni by visiting www.Martindale.com and clicking on 'advanced search.' You may also visit the Career Services Office for a list of alumni who work in specific fields of law. Further, you should consider using your undergraduate college alumni network. You can contact lawyers and business leaders who attended the same undergraduate institution as you even if they went on to attend another law school.

2. Set Up Job Interviews

To make it easy for potential employers in other regions to interview you, contact them now with a resume and letter of application that says, "I will be in town from December ___ to January ___ and would appreciate the opportunity to stop by to discuss job opportunities. I will follow up with you in two weeks to confirm whether you are available." Keep a record of those you contact and follow up with them when promised.

Investigate beforehand to ensure that your letter and call will go to the person charged with hiring. If necessary, call the office to identify the appropriate person. Choose employers whose general hiring criteria you meet but do not hesitate to reach out to employers whose standards you are close to meeting.

3. Drop-in Visits ("Cold Calls")

You should make every attempt to reach out to employers or alumni to schedule an appointment in advance of your visit. However, because many job openings arise in smaller firms and government offices, you should also consider dropping by an office and asking to speak to someone. "Good morning! My name is _____and I am a ___year law student. Would it be possible for me to meet with someone to discuss employment opportunities or to drop off my resume?" Many lawyers have told me that this is how they got their first job. Every once in a while, you arrive on the day a job opens up. If you do get to talk to someone, you distinguish yourself from the dozens or hundreds of recent applicants who have merely mailed in resumes. At the very least, your friendly positive demeanor will impress the receptionist who may pass on your resume with a positive message about you. (If drop-
ping off a resume, attach a note with your cell phone number and the dates you will be in town.) Make sure you
arrive prepared and treat the meeting as an interview. In addition to your updated resume, you will want to carry
with you a writing sample, reference list and any other helpful materials. If you get this chance, be sure to tell your
host that you understand how busy lawyers are and how much you appreciate the opportunity to meet.

4. Follow-up Notes

If you do meet with someone, you want him or her to remember you (in a good way.) One way to do this is to
send a gracious but short thank you note. Include a reminder of your conversation such as "I enjoyed our discus-
sion of the Hawaii real estate market." If it was a job interview and you are being considered for an open position,
you may want to send an e-mail rather than a note because of delays in holiday mail and the possible short decision
time. For an informational interview or a longer term employment inquiry, a handwritten note is more personal
and makes a better impression.

5. Local Bar Associations

While you are in town, find out about city and county bar associations, as well as about specialty associations that
cater to particular groups or legal fields. Find out if there is a meeting you can attend. Find out if you can join as a
student member (often at low cost or no charge) The more people you meet, the more doors will open. Find out
if there is a county legal newspaper which lists job openings and, if so, subscribe.

6. Further Information

Please contact our Career Services Office for information on how best to contact our law alumni. They will be
happy to help.

I wish you every success.

Sincerely,

Douglas E. Ray
Dean and Professor of Law

FINISHING FINALS AND GETTING YOUR GRADES

Once all the finals are completed the Registrar will begin posting the grades, as she receives them. Generally profes-
sors have ten days from the date of the exam to submit grades to the Registrar. Regardless of when the registrar re-
ceives grades no grades are posted until the final exam period is over. In some cases it may take longer than ten days
because a professor may have two large class sections to grade at the same time. Students can access their grades on
Web Advisor (click on “Academic Profile” and then “Grades”). All exams are graded anonymously and the grades sub-
mitted to the Registrar based on the AGN. Any adjustments to grades (e.g. for class participation) are submitted by
the professor to the Registrar by name without the professor knowing the student’s actual grade. We realize that you
are anxious to know your grades and the Registrar’s office works quickly to post them as soon as they are received. If
you have any questions or problems concerning the posting of grades then please contact John F. Hernandez, the Assis-
tant Dean for Student Affairs at jhernandez@stu.edu.

If you have questions about the actual grade you received, you will have to contact your professor and review your
exam with the professor (or follow the procedure the professor has in place to allow you to look over your exam).
The University will be closed for the Christmas break beginning on December 22nd and will reopen on Monday, Janu-
ary 3, 2011.
Electronic locks will be activated today, Monday, November 29, 2010 at 11:45 p.m. You will need your student ID card to enter the Law Library after hours.

Access after midnight will be granted only to the south wing area of the first floor. As you approach the Law Library front doors, you will see a third door all the way to the right that is usually locked. You will be able to enter the Library utilizing that door. The lock will engage automatically. **THE DOOR MUST REMAIN CLOSED AT ALL TIMES.** To exit, the doors release the lock automatically. However, if there is a problem with the system (extremely unlikely) and the doors will not release, you will notice a green button to the right at the edge of the door frame. It is labeled “PUSH TO EXIT.” By pressing this button, the door will open.

**LAW SCHOOL GRADUATION - DECEMBER 18**

The Law School Graduation/Hooding Ceremony will be held, Saturday December 18, 2010 beginning promptly at 10:00 a.m. (Graduates are required to line up at 9:30 a.m.) The ceremony will take place in the Fernandez Family Center for Leadership and Wellness. All attendees must have a ticket (provided by a graduate). The Law School speaker at the graduation will be Melodee Rhodes, the law school December Valedictorian. Ms. Rhodes recently completed a successful internship with the Florida Supreme Court.

Following the ceremony Dean Ray will host a reception at the Law School for the December 2010 graduates, their families and guests.

The Baccalaureate Mass for the December 2010 graduates will be held Friday evening beginning at 7:00 p.m. in the Chapel of Saint Anthony.

**ST. THOMAS LAW REVIEW SYMPOSIUM LAUDED IN DAILY BUSINESS**

The recent St. Thomas Law Review Symposium: “Bush v. Gore: A Decade Latter” was highlighted in the Monday, November 29, 2010 issue of the Daily Business Review. The article favorably noted the participation of prominent local attorneys, Ben Kuehne (member of the Gore team), Kendall Coffey (former U.S. attorney in South Florida) and Murray Greenberg (former Miami-Dade County Attorney) as well as Florida Supreme Court Justice, R. Fred Lewis. Dean Ray is quoted as saying that St. Thomas Law School’s decision to host the symposium was a no-brainer in that “[Bush v. Gore] was a pivotal case in our history and so many of the important players are in our region.”

Our congratulations go out to the St. Thomas Law for Law Review for successfully marshalling the symposium from inception to completion and for receiving some well deserved recognition.

**‘LAW OFFICE MANAGEMENT’ COURSE AT ST. THOMAS LAW CITED AS EXAMPLE OF PRACTICAL EDUCATION IN ABA JOURNAL**

A recent issue of the ABA Journal noted that few law schools adequately prepare their graduates for entering practice. It cited that of the 195 ABA-accredited law schools, 131 offered no practice management course. St. Thomas Law alumnus, Keith Dias, was quoted in the article as saying that the Law Office Management class he had taken while at St. Thomas law had given him a head start when he opened his own practice in Brentwood, New Hampshire. The course was described as “an excellent, elective, practice management course”.

St. Thomas Law has offered the course for several years and was initially envisioned and created by adjunct professor, Maggie Abdo-Gomez. The course proved to be so popular that a second section has been added and is taught by adjunct professor Steven J. Dell. Both Ms. Abdo-Gomez and Mr. Dell bring a wealth of practice experience into the classroom enabling St. Thomas Law students some insight into the opportunities and challenges confronted in a solo or small practice environment. In today’s com-
petitive job environment there is an increasing need for graduates to be able to consider starting their own practices upon graduation and many St. Thomas Law graduates have gone on to create successful solo practices.

St. Thomas Law is pleased that its innovation and efforts to better prepare its graduates is recognized not only by the graduates themselves but also by the ABA Journal.

For the complete article see the August 2010 ABA Journal entitled *Getting The Business* by G. M. Filisko.

**SPRING 2011 ACADEMIC CALENDAR**

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**FLORIDA BAR APPLICATION DEADLINE FOR FIRST YEAR STUDENTS**

The date for you to file your Florida Bar application is January 15, 2011. We encourage all first year students to begin your bar admission process and pursue clearance to participate in the Certified Legal Internship program. First year student applicants will pay the $75 student registrant fee. In your 3rd year of law school you will pay the converter fee, which is currently $375, to convert your student registration. The Registrant Bar Application is available online at

**REMINDER: MAKE SURE YOU ARE REGISTERED FOR THE REQUIRED COURSE**

All 2Ls (both fall 2009 entrants and spring 2010 entrants) are required to take Constitutional Law II in the spring 2011 term. If you have not already registered for a section of Constitutional Law II, please do so. This is the last class that you are required to take in sequence. The Registrar will check in January and will manually register any 2L who did not register for the class in some section of Constitutional Law II.

**FROM THE OFFICE OF STUDENT AFFAIRS**

On behalf of the Office of Student Affairs and the Law School Registrar’s Office, I would like to wish you a happy and healthy holiday season. *The St. Thomas Law News*, newsletter will be on hiatus until the week beginning January 3, 2011.

John F. Hernandez
Assistant Dean for Student Affairs