

Law School Guide

Academic Resources

Law Student Affairs Office: Email law.studentaffairs@colorado.edu for questions about student organizations, emergencies, commencement, bar applications, working during law school, taking a leave of absence, transferring, withdrawing, the student experience, and any general law school questions you may have. Stop by our office on the third-floor in the Dean's Suite to enjoy complimentary coffee and snacks.

Law Registrar's Office: Email lawreg@colorado.edu for questions about registration, classes, curriculum, graduation and/or curriculum credit caps, being on track to graduate, exams, and form requests such as letters of good standing, proof of enrollment, and Student Practice Act. To obtain a copy of your unofficial transcript, visit your BuffPortal. Request a copy of your official transcript here: colorado.edu/registrar/students/transcripts

Career Development Office (CDO): Reach out to lscareer@colorado.edu or your CDO advisor directly for advising, help with cover letters, resumes, job searches, clerkships, interviews, and CDOonline-related questions. colorado.edu/law/careers

Externships: Contact lawexternships@colorado.edu for questions related to earning academic credit for working with a judge, at a nonprofit, or governmental agency.

Clinics: Visit colorado.edu/law/academics/clinical-education-program or email law-clinics@colorado.edu.

Public Service Pledge: Complete 50 hours of law-related public service during your time at Colorado Law and receive a notation on your transcript and recognition at the annual Student Awards Ceremony. Please email probono@colorado.edu for more information.

LLM Program: Contact Jimmy Ilseeng, Director of International Programs, at jimmy.ilseng@colorado.edu. For LLM career advising, please reach out to Alexia McCaskill, Senior Director for Professional Development, at alexia.mccaskill@colorado.edu.

Academic & Bar Exam Support: Your professor is the first person you should contact if you need help with a specific class. For academic and bar exam support, contact Denise DeForest: denise.deforest@colorado.edu.

International Student & Scholar Services: For support for international students, email lss@colorado.edu, call 303-492-8057, or visit colorado.edu/lss/.

Wolf Law Building

For building concerns, building hours of operation, access after-hours, facility issues, locker help, student payment/employment, and booking event spaces for external events, contact lawfrontdesk@colorado.edu.

Lost and Found: Please visit the front desk of the Dean's Suite (third floor) or the front desk of the Law Library (second floor).

EMS: Use EMS to reserve rooms for meetings in the Wolf Law Building. ems.colorado.edu

Localist: To promote an event, add it to Localist so others in the community are aware. coloradolaw.enterprise.localist.com

Refrigerators and Microwaves: Refrigerators and microwaves are located in the Schaden Commons on the second floor. Refrigerators are near the vending machines and café. Microwaves are located on the southwest side of the Commons near the foosball table.

Gender-Neutral Restrooms: There are three gender-neutral restrooms in the law school building:

- First floor on the left as you enter the east stairwell
- Third floor to the right of the restrooms, near the elevator
- In the garden level across from the journal suites

Lactation Room: Located on the first floor within the women's restroom. It's past the sinks on the left.

Showers: There are multiple showers throughout the building that remain locked. To obtain a key to access the showers, contact lawfrontdesk@colorado.edu.

Lockers: To purchase a locker, email SBA-treasurer@colorado.edu.

Parking and Transportation Services: Call **303-735-PARK (7275)** about parking permits, long and short-term parking passes, Buff bus routes, and schedules. colorado.edu/pts





Supporting Offices

Events: For questions about law school-hosted events, contact lawevents@colorado.edu. For step-by-step event planning, please reference colorado.edu/law/planning-student-events. For information on how to host an event for your student organization, visit colorado.edu/law/SAevents and if you have questions, contact the Student Affairs Team at law.studentaffairs@colorado.edu.

Law School IT Department & Office of Information Technology

General IT support (laptop, printing, email, VPN, WiFi): oithelp@colorado.edu

Law school-specific technologies (MyLaw and Exam4): lawIT@colorado.edu

Law Library: Located near the main staircase on the second floor of Wolf Law Building. Search catalogs, rent books, and check out course materials put on hold by faculty. Law library staff can help with interlibrary loans from other libraries. Email lawref@colorado.edu or lawlibrary@colorado.edu for assistance.

Law School Financial Aid Office: Please contact lawfinancialaid@colorado.edu for questions about financial aid, scholarships, and loans.

Main Campus Bursar's Office: Email bursar@colorado.edu for information about tuition classification (in-state/out-of-state) and questions about the cost of attendance and your bill.

colorado.edu/registrar/students/state-residency

Student Counseling Center (CAPS): Call **303-492-2277** about individual counseling, group counseling, workshops, and referrals. colorado.edu/counseling

Student Health Center (Wardenburg): Primary care, immunizations, allergy shots, lab, chiropractic care, nutrition, specialty care, radiology, and referrals. Visit colorado.edu/healthcenter/services.

Business hours: **303-492-5432** / After hours: **303-492-5101**

Office of Victim Assistance (OVA): Email assist@colorado.edu or call **303-492-8855** for confidential advocacy, counseling, and support. colorado.edu/ova

Office of Institutional Equity & Compliance (OIEC): Email cureport@colorado.edu or call 303-492-2127 concerning issues of discrimination, harassment, sexual misconduct, intimate partner violence, and stalking. Many staff members are mandatory reporters. Learn more: colorado.edu/oiec/reporting-resolutions/who-required-report. For general questions, contact oiiec@colorado.edu. To file a report, visit colorado.edu/oiec.

Center for Cultural Connections & Community: Contact cisc@colorado.edu for community-building and educational programs grounded in the core concepts of intersectional identity development, diversity, equity, and social justice. Visit colorado.edu/culturalconnections for more information.

Solidarity Suite: Located in 120D (Garden Level), the Solidarity Suite is Colorado Law's first student center dedicated to supporting, empowering & celebrating law students of color and those of historically marginalized and excluded groups. Along with Colorado Law administration, the student-led Council for Racial Justice and Equity created this space to foster an inclusive, aware and socially just legal community.

Events

- Yesenia Delgado, Director of Strategic Event Programming: yesenia.delgado@colorado.edu
- Lindley Bell, Events Coordinator: lindley.bell@colorado.edu

Associate Deans

- Amy Bauer, Professor and Associate Dean for Instructional Development: amy.bauer@colorado.edu
- Alexia Brunet Marks, Professor and Associate Dean for Curricular Affairs: alexia.brunet@colorado.edu
- Violeta Chapin, Professor and Associate Dean for Community and Culture: violeta.chapin@colorado.edu
- Michael Pappas, Professor and Associate Dean for Faculty Affairs and Research: michael.pappas@colorado.edu

Student Organizations and Student Leader Handbook: colorado.edu/law/student-organizations

Faculty & Staff Directory

colorado.edu/law/a-z-directory

Departmental Directory

colorado.edu/law/about/contact-us/directories/browse-department

