



Access Policies for Law School Graduates

Heafey Law Library
Circulation Department
(408) 554-4072

February 2009

SCU Law School Graduates

SCU law school graduates may continue to use all law library facilities and borrow circulating materials until the first day of the month immediately following the **first Bar exam after graduation**, which is August 1st for May graduates and March 1st for December graduates.

During this period, your Access Card will continue to work in the law library's card readers and computer labs. Your Novell Account ID will continue to be active for 90 days following your graduation date. At the end of this 90-day grace period, your Novell Account will be deactivated, and you will no longer be able to access Groupwise e-mail or use the SCU wireless network. Please be aware that SmartPrint funds are removed after graduation. You will need to add money to a flex account on your Access Card in order to print in the library. Finally, you should be aware that Lexis and Westlaw will limit or eliminate your access to electronic research databases at some point after graduation (check with Lexis or Westlaw representatives for exact dates).

Beginning on the first day of the month immediately following the first Bar exam after your graduation date, your borrowing privileges, computer lab access, and conference room access will terminate. SCU law school graduates may request continued access to the library at no charge for up to two years after your graduation date or until you pass the Bar exam, whichever comes first. If two years or more have elapsed since the date of graduation, all SCU law school graduates must purchase a \$50 Courtesy Card in order to obtain **access**. **Borrowing** privileges are not permitted to SCU law school alumni who are not members of a State Bar.

SCU law school graduates who have passed a state Bar exam must purchase a Courtesy Card in order to obtain continued **access and borrowing** privileges at Heafey Law Library. Courtesy Card access does **not** include access to computer labs or conference rooms. Currently, the law library charges an annual fee of \$50 for SCU Law alumni who have been in practice for less than five years and an annual fee of \$100 for SCU Law alumni who have been in practice for five or more years.

Please visit the Circulation Desk or call us at (408) 554-4072 to discuss re-instating access privileges or to inquire about purchasing a Courtesy Card.

Non-SCU Law School Graduates

Non-SCU law school graduates who wish to use Heafey Law Library as a study space must furnish evidence that they are enrolled in a comprehensive Bar review course offered on the Santa Clara University campus and pay a \$25 access fee. After your payment is received, the law library will issue you a VIP card, which will allow you to enter through the library's security gates. Non-SCU law school graduates do not have access to computer labs, conference rooms, network connections, or other law library resources, and they may not borrow library materials.

If you are a non-SCU law school graduate who is taking the February Bar exam, you will have access to Heafey Law Library from the first day of your Bar preparation course until the first day of the February Bar exam. If you are taking the July Bar exam, you will have access to Heafey Law

Library from the first day of your Bar preparation course until the first day of the July Bar exam. The law library will not permit access to the library during any other periods.

Studying Environment at Heafey Law Library

The library welcomes graduates who wish to use the law library to study for the Bar exam. However, individuals who are preparing for the Bar should be aware that the library will remain fairly busy during the weeks before the exam as faculty, current students, and other patrons continue to use the library during this time. While we strive to minimize noise in study spaces as much as possible, the library staff's daily activities, including furnishing reference assistance to patrons, providing library tours, shelving and updating materials in the collection, and repairing equipment, will occasionally generate some noise in library study spaces.

Parking

You must have a valid parking permit if you park your car on SCU property. You can purchase parking permits from the Campus Safety office in the first floor of the parking garage. Contact Campus Safety with parking questions at (408) 554-4441.