

Center for
CIVIL & HUMAN RIGHTS
at Gonzaga Law

**CERTIFICATE IN
CIVIL AND HUMAN RIGHTS**



Guidelines, Procedures
and Forms



Center for
CIVIL & HUMAN RIGHTS
at Gonzaga Law

CERTIFICATE IN CIVIL AND HUMAN RIGHTS
Guidelines, Procedures and Forms

TABLE OF CONTENTS

INTRODUCTION 2

 1. PARTICIPATION: NOTICE OF INTENT TO PARTICIPATE 2

 2. DEADLINES: APPLICATION FOR AWARD 2

CERTIFICATE REQUIREMENTS 3

 1. MINIMUM GPA 3

 2. COURSE WORK 3

 3. EXPERIENTIAL LEARNING 5

 4. WRITING PROJECT 6

 5. PUBLIC SERVICE 6

FORMS 7

 NOTICE OF INTENT TO PARTICIPATE 8

 APPLICATION FOR AWARD 9

Director
Jason Gillmer
gillmer@gonzaga.edu

Assistant Director
Michele Fukawa
fukawa@gonzaga.edu

INTRODUCTION

The Certificate in Civil and Human Rights program provides an opportunity for students to formally focus their legal education on the study and analysis of civil and human rights and the legal, theoretical, and policy perspectives associated with these rights. It also offers the opportunity for direct action in civil and human rights advocacy work, and development of professional experience in this field.

This program builds on the social justice mission of the Law School and the University, emphasizing civil and human rights as an integral component of a student's legal education. It promotes the Law School's vision of "educating the whole person to serve the public good, [] engaging in a dialogue with all cultures and religious or ethical traditions, and to pursuing justice." It also promotes Gonzaga University's mission to "foster[] a mature commitment to dignity of the human person, social justice, diversity, intercultural competence, global engagement, solidarity with the poor and vulnerable, and care for the planet."

The Certificate requirements include a minimum cumulative GPA, a minimum number of academic units in approved courses, a minimum number of hours of experiential learning, the completion of a substantial written work, and a minimum number of public service hours. These requirements are described in detail in section B below.

1. Participation: Notice of Intent to Participate

Though not required, it is recommended that students submit a **Notice of Intent to Participate in the Certificate in Civil and Human Rights Program**. The Notice may be submitted at any time prior to the deadline for the Application for Award. However, students in the accelerated program are encouraged to submit it by the end of their second term, and students in the traditional program are encouraged to submit it by the end of their third term to facilitate course planning and communication about civil and human rights programming and professional opportunities.

2. Deadlines: Application for Award

Students who will graduate in May must submit an **Application for Award to the Center for Civil and Human Rights** by **March 1** of the graduation year.

Students who will graduate in December must submit the application by **September 30** of the graduation year.

CERTIFICATE REQUIREMENTS

1. Minimum GPA

Students interested in obtaining a Certificate in Civil and Human Rights must maintain a minimum cumulative GPA of 2.7 in all courses. Students with a cumulative GPA between 2.400 and 2.699 may be permitted to participate in the Certificate program with the permission of the Director of the Center and the Associate Dean for Academic Affairs. The purpose of the minimum GPA requirement is to ensure that students pursuing the Certificate have demonstrated sufficient competence in all areas of the law, including in the area of civil and human rights.

2. Course Work

The Center will both draw on the existing curriculum and develop future courses to further the Center's goals of protecting the rights of the underserved, promoting civil and human rights, and furthering social justice. To obtain a Certificate in Civil and Human Rights, students will be required to take a minimum of 14 credit hours of advanced course work (classes other than those required for graduation) in approved courses.

Students will be required to take a minimum of two of the courses from List A below. The remainder of 14-credit minimum can be earned in courses from List A or List B below.

LIST A

- Civil Rights
- Criminal Procedure
- Employment Discrimination
- Immigration Law
- International Human Rights
- International Law
- Race and the Law

LIST B

- Advanced Criminal Procedure
- Advanced Criminal Procedure: Process of Adjudication
- Advanced Environmental/Natural Resource Law & Policy Seminar
- Advanced Torts
- Civil Rights Lawyering
- Community Organizing
- Comparative Criminal Law
- Comparative Women's Rights
- Consumer Law

- Directed Research (approval of Director and Academic Dean required)
- Disability Law
- Education Law
- Elder Law
- Employment Law
- Environmental Law
- Ethical Issues in Representing Children
- Family Law
- Federal Indian Law
- Federal Jurisdiction
- First Amendment Law
- Forced Migration Law and Policy
- International Criminal Law
- International Environmental Law
- International Rights of the Child
- Intersection of Mental Disability & Criminal Justice System
- Jurisprudence
- Juvenile Law
- Labor Law
- Landlord/Tenant Law
- Law and Religion
- Law and Sexuality
- Mental Disability Law
- Non-Profit Organizations
- Perspectives on Law and Justice
- Poverty Law
- Privacy Law
- Restorative Justice
- State Constitutional Law
- Water Law
- Zoning and Land Use Regulations
- Civil Rights Moot Court Competition
- Jessup Cup Moot Court Competition (approval of Director and Academic Dean required)

Note: This list of courses is subject to change. Not every course is offered each year. Students seeking the Certificate are expected to plan their course of study accordingly. Additional courses may qualify for credit toward the Certificate upon review by the Academic Affairs Committee.

In furtherance of its goal of expanding interdisciplinary opportunities in the field of civil and human rights, the Center will offer a limited number of courses cross-listed with other

disciplines at Gonzaga University. Determination of specific subject matter is pending consultation with faculty, students, and staff.

3. Experiential Learning

A central mission of the Center for Civil and Human Rights is to protect the rights of individuals and communities that are marginalized, subordinated, discriminated against, targeted, or otherwise disadvantaged. As such, following the completion of 24 credit hours of course work, all students earning a Certificate in Civil and Human Rights will be required to complete 240 hours of supervised legal work in a public interest/social justice organization. The work can be paid, volunteer, or for unit credit. These hours may overlap with the hours used to meet the Public Service Requirement for law school graduation, the hours that are submitted to the Center for Law in Public Service Pro Bono Distinction program, and/or the hours that are necessary to meet the Thomas More or Carl Maxey Social Justice Scholarship Programs.

Students may satisfy the experiential learning requirement in any of the following programs:

- a. Gonzaga University School of Law Clinical Legal Programs
 - Civil and Human Rights Advocacy Clinic
 - Elder Law Clinic
 - Catholic Charities Immigration Clinic: Client
 - Catholic Charities Immigration Clinic: Policy
 - Indian Law Clinic
 - Environmental Law and Land Use Clinic (approval of Director and Academic Dean required)
 - Lincoln LGBTQ+ Rights Clinic
- b. Existing Approved Externship Placements
 - Center for Justice
 - Federal Defenders of Eastern Washington and Idaho
 - Kalispel Tribe Legal Offices
 - Kootenai County District Court
 - Kootenai County Prosecuting Attorney
 - Northwest Justice Project
 - Spokane City Attorney – DV Unit
 - Spokane City Attorney – City Council
 - Spokane County Municipal Court
 - Spokane County Prosecutor’s Office
 - Spokane County Public Defender’s Office
 - Spokane County Superior Court
 - Unemployment Law Project
 - U.S. Attorney’s Office, District of Idaho
 - U.S. Attorney’s Office, Eastern District of Washington

- U.S. Bankruptcy Court of Eastern Washington
 - U.S. District Court, Eastern District of Washington
 - Washington State Attorney General's Office
 - Washington State Court of Appeals, Division 3
 - Washington State Office of Administrative Hearings
 - World Relief Spokane
- c. Other Placements: Other experiential learning placements as approved by the Externship Director and the Director of the Center for Civil and Human Rights.

4. Writing Project

To receive a Certificate in Civil and Human Rights, students are required to complete a substantial written work on a topic related to civil and human rights. Examples of applicable topic areas include Civil Rights and Civil Liberties, Social Justice, Criminal Justice, Public Interest Law, Native American Law, Immigration and Refugee Law, and International Human Rights. Papers, briefs, motions, or other written projects completed in conjunction with course work, an experiential learning placement, directed research, or a journal article may qualify as a substantial written work.

Students seeking a Certificate are encouraged to seek approval for their chosen topic from the Center for Civil and Human Rights prior to initiating a project intended to meet this requirement. The Center for Civil and Human Rights will determine whether a completed project submitted to fulfill this requirement is adequate for the purposes of awarding the Certificate. To qualify, the written work must be a minimum of 20 pages in length (double-spaced and Times New Roman 12-point font) and must be authored solely by the student.

Either the Director of the Center or a full time faculty member who oversaw the writing project must verify the satisfactory completion of the writing project on the Application for Award for the Certificate. One electronic copy and one hard copy of the work must be submitted with the Application for Award.

5. Public Service

All Gonzaga Law students are required to complete 30 hours of public service for graduation. Students obtaining a Certificate in Civil and Human Rights are required to complete 20 additional hours of public service (for a total of 50 hours). These additional 20 hours must meet the criteria outlined for Graduation Public Service Hours in the Student Handbook. This requirement cannot be satisfied by hours for which the student also receives academic credit, compensation, or other monetary value. This requirement cannot be satisfied by hours used to meet the minimum hours for the experiential learning requirement for the Certificate. The hours used to meet this requirement may be hours submitted for the Thomas More or Carl Maxey Social Justice Scholarship Programs and/or

the Pro Bono Distinction Program, provided they otherwise qualify to meet the public service requirement for the Certificate.

FORMS

The following pages consist of the Certificate for Civil and Human Rights Forms:

1. [Notice of Intent to Participate](#) (optional)
2. [Application for Award](#) (required)

Deadlines: March 1 of the graduation year (May graduation), or September 30 of the graduation year (December graduation).

Gonzaga University School of Law

**NOTICE OF INTENT TO PARTICIPATE
CERTIFICATE IN CIVIL AND HUMAN RIGHTS**

Full Name	Date
Mailing Address	Expected Law School Graduation Date (Month/Year) Accelerated Program? <input type="checkbox"/> Yes <input type="checkbox"/> No
Phone	E-mail Address
What are your educational goals for the certificate program?	
What are the courses you are interested in taking?	
Please list any questions you have about participation in the Certificate in Civil and Human Rights Program.	

Gonzaga University School of Law

APPLICATION FOR AWARD

CERTIFICATE IN CIVIL AND HUMAN RIGHTS

Due Dates: September 30 (December graduation) and March 1 (May graduation)

NAME as it should appear on your certificate	Student ID Number	E-mail Address
Permanent Mailing Address	Phone	Expected Law School Graduation Date

APPLICANTS MUST ATTACH THE FOLLOWING DOCUMENTS TO THIS APPLICATION:

1. **Unofficial transcript** showing grades, class rank, and pending courses.
2. **Hard copy of final writing project** (Additional electronic copy must be sent to Center for Civil and Human Rights).

1. **COURSE WORK REQUIREMENT:** To obtain the Certificate, students must take a minimum of 14 credit hours of advanced course work in approved courses, including at least two List A courses. List the information for the approved courses you have taken below. If course is still pending, write "N/A" under "Grade Received."

Course Number	Course Name	Number of Credits	Grade Received
Total Number of Credits			

2. WRITING PROJECT REQUIREMENT: To obtain the Certificate, students must complete a substantial written work on a topic related to civil and human rights. Papers, briefs, motions, or other written projects completed in conjunction with course work, an experiential learning placement, directed research, or a journal article may qualify as a substantial written work. To qualify, the written work must be a minimum of 20 pages in length (double-spaced and Times New Roman 12-point font) and must be authored solely by the student. The Center for Civil and Human Rights will determine whether a completed project submitted to fulfill this requirement is adequate for the purposes of awarding the Certificate.

Please list the complete title of the paper submitted to satisfy this requirement. One electronic copy and one hard copy of the work must be submitted with this Application for Award.

Either the Director of the Center or a full time faculty member who oversaw the writing project must sign below verifying the satisfactory completion of the writing project meeting the above-listed guidelines.

Name and Title of Faculty Supervisor:

Signature of Faculty Supervisor:

Date:

3. EXPERIENTIAL LEARNING REQUIREMENT: To obtain the Certificate, students must complete 250 hours of supervised legal work in a public interest/social justice organization. The work can be paid, volunteer, or for unit credit. The Center may request follow-up information as necessary to determine fulfillment of the experiential learning requirement. **Please list below the work completed to meet this requirement.**

Organization	Dates	Total Number of Hours
Supervisor	Title	Phone
Supervisor Signature		Date

Organization	Dates	Total Number of Hours
Supervisor	Title	Phone
Supervisor Signature		Date

Organization	Dates	Total Number of Hours
Supervisor	Title	Phone
Supervisor Signature		Date

Organization	Dates	Total Number of Hours
Supervisor	Title	Phone
Supervisor Signature		Date

4. **PUBLIC SERVICE REQUIREMENT**: To obtain the Certificate, students must complete 20 hours of public service in addition to the 30 hours of public service required for graduation. This requirement cannot be satisfied by hours used to meet the minimum hours for the experiential learning requirement for the Certificate. The hours used to meet this requirement may be hours submitted to the Pro Bono Distinction program, provided they otherwise qualify to meet the public service requirement for the Certificate. **Please submit these hours to the Registrar as Graduation Public Service Requirement (GPSR) hours or list them below. Attach additional copies of this page if more space is necessary.**

Organization		Dates	
Address			
City		State	Zip Code
Type of Assignments Completed			Total Number of Hours
Supervisor	Title		Phone
Supervisor Signature			Date

Organization		Dates	
Address			
City		State	Zip Code
Type of Assignments Completed			Total Number of Hours
Supervisor	Title		Phone
Supervisor Signature			Date

Organization		Dates	
Address			
City		State	Zip Code
Type of Assignments Completed			Total Number of Hours
Supervisor	Title		Phone
Supervisor Signature			Date

5. STUDENT SIGNATURE:

- I hereby request to be awarded with the Certificate in Civil and Human Rights.
- I declare that to the best of my knowledge, I have satisfied the requirements for the Certificate, and the statements contained in this Application for Award are true and accurate.
- I have submitted an electronic copy of the writing project to the Center for Civil and Human Rights.
- If I have submitted my Public Service hours to the Registrar as GPSR, I give permission to the Center for Civil and Human Rights to verify these hours.
- I have attached the following documents to this application:
 - Unofficial transcript showing grades, class rank, and pending courses.
 - Hard copy of final writing project.
- Additional explanation (*optional for clarification of above items only*):

Signature

Date

SUBMIT COMPLETED ORIGINAL APPLICATION FOR AWARD WITH ATTACHMENTS TO:

MICHELE FUKAWA

Assistant Director
Center for Civil and Human Rights
Gonzaga University School of Law
PHONE 509-313-3728
E-MAIL fukawa@gonzaga.edu

Center for
CIVIL & HUMAN RIGHTS
at Gonzaga Law

721 N. Cincinnati St.
PO Box 3528
Spokane, WA 99220-3528

Director
Jason Gillmer
gillmer@gonzaga.edu

Assistant Director
Michele Fukawa
fukawa@gonzaga.edu

