

**[LEB MEMORANDUM ORDER NO. 13, S. 2018,
March 20, 2018]**

GUIDELINES IN THE CONDUCT OF SUMMER CLASSES

*Adopted: 15 March 2018
Date Filed: 20 March 2018*

In accordance with the provisions of Republic Act No. 7662 entitled the "Legal Education Reform Act of 1993," and pursuant to LEB Resolution No. 2018-204 adopted during the 81st En Banc meeting of the Legal Education Board (LEB) on February 13, 2018, these guidelines in the conduct of summer classes are hereby issued:

- 1) General policy - Consistent with the academic freedom enjoyed by all higher education institutions, the Legal Education Board (LEB) hereby affirms that law schools may offer classes in the summer term, subject only to the parameters prescribed herein.
- 2) Coverage - This Memorandum Order shall govern the offering by law schools in the summer term of classes not scheduled to be regularly offered in the summer term pursuant to the law curriculum approved by the LEB.
- 3) Permit to conduct summer classes - Law schools shall first obtain a permit from the LEB before conducting classes in the summer term. No credit shall be earned for classes conducted in the summer term without a permit from the LEB.
- 4) Summer term duration - The summer term shall consist of not less than six (6) consecutive weeks, inclusive of legal and special holidays, and days for midterm and final examinations and special activities.
- 5) Maximum academic load - The maximum academic load that a student can enroll in during the summer term shall be nine (9) units. In no case shall overload be allowed.
- 6) Number of class hours - In all classes offered during the summer term, the required minimum number of hours for lecture and practicum/apprenticeship subjects per credit unit as prescribed in LEB Memorandum No. 10, Series of 2017 shall be satisfied.
- 7) Application period - All applications for permit to offer or conduct classes in the summer term shall be filed with the LEB not later than fifteen (15) days before the scheduled start of the summer term. The