



**OPEN SESSION
AGENDA ITEM O-401
MARCH 2023
COMMITTEE OF BAR EXAMINERS**

DATE: March 24, 2023

TO: Members, Committee of Bar Examiners

FROM: Natalie Leonard, Principal Program Analyst, Office of Admissions

Subject: Action on Major Change: Voluntary Closure of Glendale University College of Law

EXECUTIVE SUMMARY

Glendale University College of Law (Glendale) advises the Committee of Bar Examiners (committee) that the law school will voluntarily relinquish its accredited status and seeks to close after a teachout plan that will end by summer 2024 as described below. Additional information will be provided as it is received.

BACKGROUND

Glendale University College of Law is a family-owned California accredited law school that has been operated by the Greitzer family for over 50 years. The law school is located Glendale, California and enrolls 79 JD students according to its 2022 Annual Report. The law school filed a timely 2022 Annual Report in November 2022. Its 2022 Minimum, Cumulative Bar Exam Passage Rate was 71.1 percent, well above the 40 percent minimum requirement.

The law school plans to voluntarily relinquish its accredited status and close completely and permanently effective summer of 2024 after completing a phased teachout.

While the law school is not required to create a teachout plan, it may request to do so, and the committee regulates the law school so long as it remains open and operating.

As a result, staff has requested information designed to assist the committee in regulating an orderly closure. The law school has provided some information, and other information remains

outstanding, as follows at the time of the posting of this memo, though the law school advises that more information will be forwarded during the week of March 20.

Before advising the State Bar of the closure plan, on February 24, 2023, Glendale first sent written notice to its students via memorandum advising them that the law school was implementing a closure plan and describing the options available to each class cohort.

On Monday, February 27, the law school dean emailed the State Bar and requested a telephone call. I called that day. The dean described key elements of the teachout plan, indicating that third- and fourth-year students could complete their JD program at Glendale, while first- and second year students could finish the current year, or first-year students could withdraw and receive a refund.

I requested that the law school send copies of the memoranda issued to students by Friday, March 3, along with information on any other changes that might occur because of the closing, in order to share this information with the committee, and to be prepared to address student questions and the logistics of closure. In particular, I sought information regarding the law school's plan to delete one class from its third-year law school schedule because I wanted to ensure that third-year students would still earn enough credits to graduate and that the change would not limit any students' options to transfer to unaccredited law schools if they chose to do so.

On March 6, the law school sent an email asking when the information was needed. On March 7, staff sent a reminder and included regulatory questions that would typically be asked when a closure is contemplated.

On March 9, staff sent another reminder seeking the memoranda.

On March 10, the law school sent the memoranda, but did not respond to the questions. Glendale also sent requests related to waiver of regulatory requirements and refunds that will be noticed for discussion after they are reviewed. The law school's submission is set forth in Attachment A.

On March 13, staff renewed its request for response to the questions, and confirmed receipt of the documents received so far.

On March 14, staff followed up again and asked to meet with the law school to review the staff questions.

On March 15, staff met with the law school for approximately one hour and Glendale answered some of the questions, while others remain outstanding.

On March 17, staff sent an email set forth in Attachment B requesting responses again. The law school asked for contact information for several additional State Bar staff, but did not respond to staff's questions. Later that afternoon, the law school stated that it would provide a letter to the State Bar "early next week," which would be during the week of March 20.

If the law school provides additional information, staff will provide an oral report at the committee meeting.

DISCUSSION

The law school is in the process of creating a teachout plan, and the deans indicate that the decision was made recently, leading to a busy time at the law school. The law school has indicated that it is committed to an orderly and fair closure and just needs a little time to prepare its documents.

It will be important for Glendale to continue to keep the State Bar informed. While detailed memoranda have been received, they also contain a reservation of rights clause indicating that “[t]he contents of this letter present GUCL’s best efforts considering the teachout plan and seeks to provide information and guidance on that plan. GUCL reserves its rights to change its policies and this teachout plan.” Until it closes, it will remain subject to the Rule and Guidelines for accredited law schools and all other applicable authority, and the law school must advise the State Bar of changes timely.

With that said, however, the law school has created informative documents for each class describing what Glendale plans to offer, and highlighting resources related to transfer, and other helpful links.

Glendale’s Teachout Plan

Each class cohort will have slightly different options.

Third- and fourth-year students can fully complete the JD program at Glendale, because the law school will continue to provide their classes through the end of spring quarter 2024, except for the one third-year course mentioned above. Glendale currently enrolls 18 third-year students and 16 fourth-year students.

First- and second-year students will be required to transfer after the end of this school year. The 17 second-year students will complete this year after the conclusion of the spring quarter, which began on March 6.

The 28 first year students can choose to complete the year or to withdraw and receive a refund if they provide a notice of intent to withdraw and sign a release in the presence of the law school leadership by March 30. Before deciding whether to select the refund, they will be able to attend several weeks of the spring quarter that began on March 6; On March 17, they are also scheduled to receive winter quarter grades and a copy of the release they would be expected to sign. Staff has requested a copy of the release as well. The law school is not required to provide refunds to its first-year students. It does so voluntarily.

Recordkeeping Plan

The law school has indicated that it will be the custodian of records. Staff will seek more detail as to the process that will be followed once the law school has closed.

Student Support

Glendale provided written notice of the closure and study options for each cohort via memorandum. The law school also held group information sessions for each class cohort and offered students the opportunity to set one-on-one appointments after the group sessions concluded.

State Bar staff is in the process of preparing a communication to all law students who have an applicant portal account to advise that the State Bar is available to answer questions about licensure requirements and can offer services to evaluate their current study and proposed future study plans. The law school also advised students of these options in the closure notices.

Additional Information Required

The law school is taking important steps toward ensuring an orderly closure. Staff seeks timely response from the law school as to its outstanding questions as well to support a continued smooth process.

RECOMMENDATIONS

Staff will provide additional information as it is available in order to finalize closure details.

Glendale advises that it will send a letter this week. It is hoped that the letter will be responsive to State Bar questions. If the information is not received, then staff seeks support from the Committee to secure the information, so that the State Bar can effectively regulate the law school while it continues to operate.

If outstanding questions remain at the time of the committee's meeting, a proposed motion to direct Glendale to answer closure-related questions by a specific date will be provided. Alternatively, if the law school has provided the information, staff will update the committee.

From: [Darrin Greitzer](#)
To: [Leonard, Natalie](#)
Cc: [Glendalelaw Board](#)
Subject: GUCL: Glendale Teach-Out & Closing
Date: Friday, March 10, 2023 3:22:41 PM
Attachments: [2023_03_10_CBE_Letter_Teach-Out.pdf](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Natalie,

Attached is a single PDF that contains:

1. a letter to the CBE
2. a letter to first-year law students
3. a letter to second-year law students
4. a letter to third-year and fourth-year law students

Please acknowledge receipt of this email and ability to access the attached PDF.

I remain available to address additional questions.

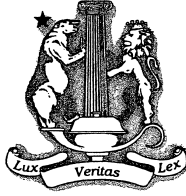
Thank you,

Darrin

DARRIN GREITZER | Glendale University College of Law
PRESIDENT & DEAN

Glendale University College of Law | 220 North Glendale Avenue, Glendale, California 91206

Tel: 818.247.0770 | dgreitzer@glendalelaw.edu | <https://www.glendalelaw.edu/>



GLENDALE UNIVERSITY COLLEGE OF LAW

March 10, 2023

Natalie Leonard
Principle Program Analyst, Ed. Standards
180 Howard Street
San Francisco, CA 94105

Dear Natalie,

On February 24, 2023, Glendale University College of Law announced a teach-out plan with the May 2024 graduating class being the school's last.

Attached are three letters, based on the academic year of the students, sent to students on February 24th. Each letter contains basic details of the teach-out and is further tailored for students in the year first-year, second-year, and combined third-year and fourth-years.

An Overview of the Teach-out/Closing Plan:

An overview of the teach-out plan follows:

- 4th Year students will graduate as scheduled in May 2023 and their education should not be impacted by this announcement.
- 3rd Year students will continue with regular curriculum until graduating as scheduled in May 2024 and their education should not be impacted by this announcement.
- 2nd Year students will complete multi-quarter courses in the spring quarter and will not be enrolled in the third year at GUCL. However, GUCL will assist students with their effort to transfer to another law school.
- 1st Year students will complete the first-year curriculum and will not be enrolled in the second year at GUCL. First-year students who officially withdraw after February 24, 2023, and sign a release will receive a refund of GUCL tuition and GUCL fees paid toward the first year of student. GUCL will assist students with their effort to transfer to another law school.

Glendale University College of Law (GUCL), considering the school's teach-out plan and closing, respectfully requests the following:

1. GUCL requests support from the CBE for first-year and second-year students who complete the current academic year at GUCL and wish to transfer earned academic units that may not have an average course grade of 70.00.

The Rules basically state that an admitting accredited law school may grant credit for academic units only for courses in which the student earned an average course grade equivalent to the minimum good standing requirement at the school being transferred from. Some first-year and second-year students who are in good academic standing may be denied transfer units by an admitting accredited law school for having earned a “69” average course grade in a subject.

While a law school has discretion whether to grant units, GUCL asks that the CBE “approve” granting of units for a student otherwise in good standing who may have earned an average course grade less than a 70.00 give the circumstance of the teach-out and closing.

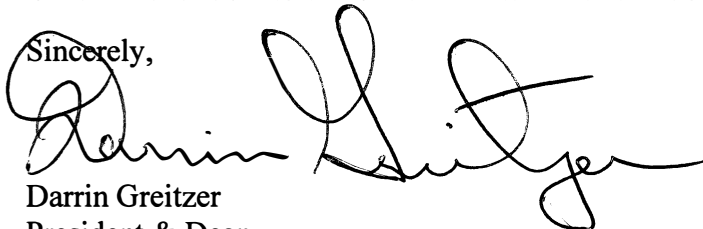
2. Rather than submission of an annual report, GUCL proposes submission of a “status report” that updates the CBE with details of the teach-out and school closing in lieu of a standard annual report. Much of the data required in the report will be unavailable or irrelevant.
3. Because the data required in an annual report will be unavailable or irrelevant, making submission of a standard annual report not possible, GUCL respectfully requests waiver of the annual report fees associated with filing a standard annual report. Waiving annual fees would be greatly appreciated given the generous refund offer to first-year students, the teach-out plan, and closing.
4. As GUCL is conducting a teach-out and will be closing in one year, there is no reasonable basis for the Committee of Bar Examiners (CBE) to require a self-study. To date, GUCL has prepaid the CBE \$22,000.00 of self-study fees specifically allocated for the costs associated with a self-study. GUCL respectfully requests a full refund of pre-paid self-study fees within 60 days.

Fees pre-collected for a self-study do not constitute a “general fund” for “possible expenses” as doing so would be legally problematic. CBE fees associated with the closing of GUCL, if any, must be invoiced by stand alone, well-defined, detailed invoices. Pre-collected self-study fees may not be applied toward any such “possible expenses.”

GUCL is committed to full execution of the teach-out plan as described in the details of the letters sent to the students. GUCL has the resources available to complete the teach-out plan and maintain basic functions as a custodian of records.

GUCL is available to discuss this matter with the Committee of Bar Examiners.

Sincerely,



Darrin Greitzer
President & Dean

Cc: Board of Directors



GLENDALE UNIVERSITY COLLEGE OF LAW

February 24, 2023

Dear First-Year Students:

Glendale University College of Law, as of the coming spring quarter, will begin operating under a teach-out plan with the full closing of the law school taking place in late 2024. Enrollment of new students has ceased and the 2024 graduating class will be the school's last. During this transition, within the parameters of the teach-out plan, the law school will continue to operate normally.

The Board of Directors and the Office of the Dean are the definitive authorities regarding the teach-out plan. Dean Darrin Greitzer is the primary contact. To avoid misinformation, Professors and Staff have been requested not to offer their views or opine on matters pertaining to the teach-out or transfer policies. Likewise, Professors and/or Staff are not authorized to offer any terms or otherwise alter any provision of the teach-out plan on behalf of the school.

The unprecedented lockdown and Covid-19 pandemic have caused profound societal upheaval that has greatly impacted GUCL. When the lockdown began, virtual education was "temporarily" implemented. "Temporary" lasted more than two years. During the two-year lockdown, with an eye towards returning to classroom-based instruction, substantial improvements were made to the campus and technology infrastructure. Before re-opening in September 2022, significant adjustments to policies and operations were made to align with the "new normal."

However, completion of fall quarter exams, the beginning of the winter quarter, and a challenging recruitment environment made apparent the significant toll caused by the lockdown and pandemic. Despite exceptional effort, significant challenges navigating post-pandemic realities have proved that continuing to operate the school beyond May 2024 is untenable.

An overview of the teach-out plan follows:

- 4th Year students will graduate as scheduled in May 2023 and their education should not be impacted by this announcement.
- 3rd Year students will continue with regular curriculum until graduating as scheduled in May 2024 and their education should not be impacted by this announcement.
- 2nd Year students will complete multi-quarter courses in the spring quarter and will not be enrolled in the third year at GUCL. However, GUCL will assist students with their effort to transfer to another law school.

1st Year students will complete the first-year curriculum and will not be enrolled in the second year at GUCL. However, GUCL will assist students with their effort to transfer to another law school.

The Office of the Dean has scheduled visits with each year of students and will be available for one-on-one counselling.

The Dean will Visit with Students from Each Year

The Dean will visit with students by academic year using Zoom. On the scheduled day, instructions for how to access the Zoom meeting will be emailed.

Please reserve questions for these visits.

Tuesday, February 28, 2023

6:30 p.m. – 4th year students

Wednesday, March 1, 2023

6:30 p.m. – 3rd year students

8:00 p.m. – 2nd year students

Thursday, March 2, 2023

6:30 p.m. – 1st year Fall Quarter students

8:00 p.m. – 1st year Spring Torts students

Tuesday, March 7, 2023

One-on-One Counselling - By Appointment Only

Beginning March 7, 2023, Dean Darrin Greitzer will be available by appointment only for one-on-one counselling. To set up an appointment email dgreitzer@glendalelaw.edu.

Building Hours: February 25th through March 5th

The building and office are closed February 25th through March 5th.

During this period the Administration will not be processing requests and will not be available to address inquiries beyond the scheduled visits with each academic year.

A Normal Spring Quarter Begins Monday, March 6, 2023

On March 6, 2023, spring quarter courses begin for all grade levels. Faculty will conduct classes in a normal manner. There is no change to GUCL's policies, grading standards, or the GUCL Honor Code. Students are expected to diligently prepare for their classes.

Please be respectful to faculty, fellow students, and the classroom environment.

To minimize misinformation, Professors and Staff have been requested not to offer their views or opine on matters pertaining to the teach-out or transfer policies. Likewise, Professors and/or Staff are not authorized to offer any terms or otherwise alter any provision of the teach-out plan on behalf of the school.

Please avoid placing faculty in a compromised position by soliciting discussion as they do not know the details of the teach-out plan and do not know the Committee of Bar Examiners *Accredited Law School Rules*.

Reliable information is contained in this letter and will be provided directly from The Office of the Dean.

First-Year Students: A Decision to Make

Benefit of Completing First-Year Courses

If a first-year student plans to continue his/her legal education, wants to receive transfer credit for completed first-year academic work, and wants to become exempt from the First-Year Law Students Exam (FYLSE), the student should consider completing the first-year curriculum at GUCL. To receive an academic standing at GUCL completion of all first-year courses is required.

Officially Withdraw from the First Year

If a first-year student does not want to continue his/her legal education and does not want transfer credit for first-year academic work or is amenable to repeating the first year at a different law school, then consider an official withdrawal. A withdrawal results in no academic standing. To receive an academic standing at GUCL completion of all first-year courses is required.

Wait for Winter Quarter Grades

Students should take time to understand the options while waiting for winter quarter grades. Grades are tentatively scheduled to post March 17, 2023. Once winter quarter grades are known, students may make a more informed decision.

First-Year Students: When Did You Begin Law School?

Spring Torts Starts

Students who began in the 2022 spring quarter have completed 24 of 29 quarter units and will complete the first-year curriculum this spring quarter. The remaining first-year coursework includes Contracts III and Legal Method III.

To continue your legal education at another law school and be positioned to receive transfer credit for completed courses, consider completing the first year at GUCL.

Fall Quarter Starts

Students who began in the fall 2022 quarter have completed 15 of 29 quarter units and will complete the first year by finishing this spring quarter Contracts III, Torts III, and Legal Method III, and during the summer quarter Criminal Law I & II.

To continue your legal education at another law school and be positioned to receive transfer credit for completed courses, consider completing the first year at GUCL.

Currently Enrolled First-Year Students: Official Withdrawal and Refund

A currently enrolled first-year student may decide that completing the first year at GUCL is not a preferable option because of the teach-out and school closing. A currently enrolled first-year student who officially withdraws after Friday, February 24, 2023, may receive a refund of all GUCL tuition and GUCL quarterly fees paid to the school so long as certain requirements are met.

To officially withdraw and request a refund, no later than **Thursday, March 30, 2023, 1:00 p.m., Pacific Time**, a student shall notify GUCL with a signed letter of his/her intent to withdraw and shall sign a release agreement in the presence of either Dean Darrin Greitzer or Dean Kimberly Greitzer. A student who completes these requirements by the deadline of **Thursday, March 30, 2023, 1:00 p.m., Pacific Time** will receive, within 30 days, a refund by check, credit card, or refund to Sallie Mae per GUCL's loan policy.

First-year students who do not complete these requirements by the deadline are ineligible to receive any refund.

Students Who Remain Enrolled

Students who remain enrolled shall continue to pay standard tuition and fees based on rates established for fall 2022. Tuition and fees will not increase and will not be reduced. Please do not ask for any reduction. Enrolled students remain subject to normal GUCL policies.

GUCL's First-Year Curriculum/Academic Standing

A review of GUCL's first-year curriculum and advancement/retention policies is appropriate before discussing the matter of transfer credits.

To earn an academic standing at GUCL, a first-year student must complete the entire first-year curriculum.

The first year consists of Contracts (I, II, III), Torts (I, II, III), Legal Method (I, II, III), and Criminal Law (I, II).

Good academic standing requires completing the first-year curriculum with a Cumulative GPA of 70.00 or higher.

Probationary standing results when a student's first-year Cumulative GPA is between 69.50 and 69.99.

Disqualification results when a student's first-year Cumulative GPA is 69.49 or lower.

Transfer Credit

To understanding the basics of transfer credit, begin with "The Rules."

The Committee of Bar Examiners of the State Bar of California, *Accredited Law School Rules*, section 4.160(B)(7) reads:

A law school may accept transfer credits for study at other law schools but is not required to do so. Credit may only be transferred for whole courses, in an amount not to exceed the credit granted by the awarding law school and shall only be awarded for classes for which the student earned a grade in good standing at that awarding law school, except that for a student who has passed the First-Year Law Students' Examination, the law school may acknowledge the credit previously granted for Torts, Criminal Law, and Contracts, even if the grade was less than would be required for good standing.

Per the California Committee of Bar Examiners, *Accredited Law School Rules*, transfer credit may, at the discretion of an admitting law school, be granted only for **(1) completed courses**, e.g., grades for Contracts I, II, III, and **(2) courses that have an average course grade of 70.00**, e.g., Contracts I – 67, Contracts II – 72, Contracts III – 74, equal an average course grade in Contracts of 71. Per "The Rules", partially completed course work cannot receive credit.

When a first-year Cumulative GPA is above 70.00, but an average grade for a single course is less than a 70, an admitting school may have discretion whether or not to grant transfer credit. For example, if a first-year student earned the following average course grades: Torts I, II, III - 68, Contracts I, II, III - 71, Criminal Law I, II - 73, and Legal Method I, II, III - 72. The resulting cumulative GPA is 70.66. Because the Cumulative GPA exceeds 70.00, achieving for the student academic good standing, the admitting school may have discretion and may give credit for Torts despite the grade of 68.

If the first year is completed with an academic status of probation or disqualification, a student will likely be required to take the FYLSE and only if the FYLSE is passed will the student receive credit for Torts, Criminal Law, and Contracts. Otherwise, if admitted, the admitting law school may require the student repeat these courses.

Ultimately, whether transfer credit is granted is **(1) subject to the *Accredited Law School Rules*** of the Committee of Bar Examiners of the State Bar of California and **(2) determined by the admitting law school.**

GUCL does not, and cannot, assure another law school will accept transfer credits.

Useful links

List of California Accredited Law Schools:

<https://www.calbar.ca.gov/Admissions/Law-School-Regulation/Law-Schools#cals>

Here are the rules that govern California Accredited Law Schools:

<https://www.calbar.ca.gov/Portals/0/documents/rules/New-Accredited-Law-School-Rules.pdf>

To register as a law student with the Committee of Bar Examiners:

<https://www.calbar.ca.gov/admissions/requirements>

A law school may ask for the Committee of Bar Examiners to evaluate your completed legal studies:

https://www.calbar.ca.gov/Portals/0/documents/forms/admissions/LawStudyApplForEvaluation.0616_R.pdf

Information about the First Year Law Students Exam:

<https://www.calbar.ca.gov/Admissions/Examinations/First-Year-Law-Students-Examination>

Reservation

The contents of this letter represent GUCL's best efforts considering the teach-out plan and seeks to provide information and guidance on that plan. GUCL reserves its rights to change its policies and this teach-out plan.



GLENDALE UNIVERSITY COLLEGE OF LAW

February 24, 2023

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Second-Year Students will be Withdrawn from Business & Financial Literacy

Because of the teach-out, Business & Financial Literacy will not be offered this spring. Students will be withdrawn from the course and three-quarter units' tuition will be credited to student accounts. Business & Financial Literacy is, in effect, a one-quarter elective and a GUCL graduation requirement. There is no certainty the course will yield transfer credit. Once a student transfers, the requirements to earn a Juris Doctor degree are specified by the inbound law school.

Second-year students should be occupied with successfully completing the remaining three-quarter courses, Civil Procedure, Real Property, and Professional Responsibility, and arranging to transfer to another law school.

GUCL: Academic Standing

A review of GUCL's advancement/retention policies is appropriate before discussing the matter of transfer credits.

To be in good academic standing at GUCL, a second-year student must have a Cumulative GPA of 70.00 or higher.

Probationary standing results when a student's Quarterly or Cumulative GPA is 69.99 or lower.

Disqualification results when a student earns Quarterly GPAs of 69.99 or lower in two quarters during an academic year and/or upon completion of an academic year for which a Cumulative GPA of 69.99 or lower is earned.

This is an abbreviated explanation of advancement/retention policies. See Student Handbook for a complete explanation.

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Ultimately, whether transfer credit is granted is **(1) subject to the *Accredited Law School Rules*** of the Committee of Bar Examiners of the State Bar of California and **(2) determined by the admitting law school.**

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Here are the rules that govern California Accredited Law Schools:

<https://www.calbar.ca.gov/Portals/0/documents/rules/New-Accredited-Law-School-Rules.pdf>

To register as a law student with the Committee of Bar Examiners:

<https://www.calbar.ca.gov/admissions/requirements>

A law school may ask for the Committee of Bar Examiners to evaluate your completed legal studies:

https://www.calbar.ca.gov/Portals/0/documents/forms/admissions/LawStudyApplForEvaluation.0616_R.pdf

Reservation

The contents of this letter represent GUCL's best efforts considering the teach-out plan and seeks to provide information and guidance on that plan. GUCL reserves its rights to change its policies and this teach-out plan.



GLENDALE UNIVERSITY COLLEGE OF LAW

February 24, 2023

Dear Third-Year and Fourth-Year Students:

Glendale University College of Law, as of the coming spring quarter, will begin operating under a teach-out plan with the full closing of the law school taking place in late 2024. Enrollment of new students has ceased and the 2024 graduating class will be the school's last. During this transition, within the parameters of the teach-out plan, the law school will continue to operate normally.

The Board of Directors and the Office of the Dean are the definitive authorities regarding the teach-out plan. Dean Darrin Greitzer is the primary contact. To avoid misinformation, Professors and Staff have been requested not to offer their views or opine on matters pertaining to the teach-out or other policies. Likewise, Professors and/or Staff are not authorized to offer any terms or otherwise alter any provision of the teach-out plan on behalf of the school.

The unprecedented lockdown and Covid-19 pandemic have caused profound societal upheaval that has greatly impacted GUCL. When the lockdown began, virtual education was "temporarily" implemented. "Temporary" lasted more than two years. During the two-year lockdown, with an eye towards returning to classroom-based instruction, substantial improvements were made to the campus and technology infrastructure. Before re-opening in September 2022, significant adjustments to policies and operations were made to align with the "new normal."

However, completion of fall quarter exams, the beginning of the winter quarter, and a challenging recruitment environment made apparent the significant toll caused by the lockdown and pandemic. Despite exceptional effort, significant challenges navigating post-pandemic realities have proved that continuing to operate the school beyond May 2024 is untenable.

An overview of the teach-out plan follows:

- 4th Year students will graduate as scheduled in May 2023 and their education should not be impacted by this announcement.
- 3rd Year students will continue with regular curriculum until graduating as scheduled in May 2024 and their education should not be impacted by this announcement.

2nd Year students will complete multi-quarter courses in the spring quarter and will not be enrolled in the third year at GUCL. However, GUCL will assist students with their effort to transfer to another law school.

1st Year students will complete the first-year curriculum and will not be enrolled in the second year at GUCL. However, GUCL will assist students with their effort to transfer to another law school.

The Office of the Dean has scheduled visits with each year of students and will be available for one-on-one counselling.

The Dean will Visit with Students from Each Year

The Dean will visit with students by academic year using Zoom. On the scheduled day, instructions for how to access the Zoom meeting will be emailed.

Please reserve questions for these visits.

Tuesday, February 28, 2023

6:30 p.m. – 4th year students

Wednesday, March 1, 2023

6:30 p.m. – 3rd year students

8:00 p.m. – 2nd year students

Thursday, March 2, 2023

6:30 p.m. – 1st year Fall Quarter students

8:00 p.m. – 1st year Spring Torts students

Tuesday, March 7, 2023

One-on-One Counselling - By Appointment Only

Beginning March 7, 2023, Dean Darrin Greitzer will be available by appointment only for one-on-one counselling. To set up an appointment email dgreitzer@glendalelaw.edu.

Building Hours: February 25th through March 5th

The building and office are closed February 25th through March 5th.

During this period the Administration will not be processing requests and will not be available to address inquiries beyond the scheduled visits with each academic year.

A Normal Spring Quarter Begins Monday, March 6, 2023

On March 6, 2023, spring quarter courses begin for all grade levels. Faculty will conduct classes in a normal manner. There is no change to GUCL's policies, grading standards, or the GUCL Honor Code. Students are expected to diligently prepare for their classes.

Please be respectful to faculty, fellow students, and the classroom environment.

To minimize misinformation, Professors and Staff have been requested not to offer their views or opine on matters pertaining to the teach-out or other policies. Likewise, Professors and/or Staff are not authorized to offer any terms or otherwise alter any provision of the teach-out plan on behalf of the school.

Please avoid placing faculty in a compromised position by soliciting discussion as they do not know the details of the teach-out plan and do not know the Committee of Bar Examiners *Accredited Law School Rules*.

Reliable information is contained in this letter and will be provided directly from The Office of the Dean.

Enrolled Students Tuition and Fees

Students who remain enrolled shall continue to pay standard tuition and fees based on rates established for fall 2022. Tuition and fees will not increase and will not be reduced. Please do not ask for any reduction. Enrolled students remain subject to normal GUCL policies.

Reservation

The contents of this letter represent GUCL's best efforts considering the teach-out plan and seeks to provide information and guidance on that plan. GUCL reserves its rights to change its policies and this teach-out plan.

From: [Darrin Greitzer](#)
To: [Leonard, Natalie](#)
Subject: Re: Glendale U College of Law - Documents Received and Documents Outstanding
Date: Friday, March 17, 2023 3:42:19 PM

You too!

DARRIN GREITZER | Glendale University College of Law
PRESIDENT & DEAN

Glendale University College of Law | 220 North Glendale Avenue, Glendale, California 91206

Tel: 818.247.0770 | dgreitzer@glendalelaw.edu | <https://www.glendalelaw.edu/>

From: Leonard, Natalie <Natalie.Leonard@calbar.ca.gov>
Sent: Friday, March 17, 2023 3:32 PM
To: Darrin Greitzer <dgreitzer@glendalelaw.edu>
Cc: Kimberly Greitzer <kgreitzer@glendalelaw.edu>; Ching, Audrey <Audrey.Ching@calbar.ca.gov>
Subject: RE: Glendale U College of Law - Documents Received and Documents Outstanding

Thank you for this update and have a nice weekend.

Natalie

From: Darrin Greitzer <dgreitzer@glendalelaw.edu>
Sent: Friday, March 17, 2023 3:12 PM
To: Leonard, Natalie <Natalie.Leonard@calbar.ca.gov>
Cc: Kimberly Greitzer <kgreitzer@glendalelaw.edu>; Ching, Audrey <Audrey.Ching@calbar.ca.gov>
Subject: Re: Glendale U College of Law - Documents Received and Documents Outstanding

Dear Natalie,

Early next week GUCL will submit a letter to Ms. Hershkowitz, Ms. Nunez, Ms. Ching and you.

Best

DARRIN GREITZER | Glendale University College of Law
PRESIDENT & DEAN

Glendale University College of Law | 220 North Glendale Avenue, Glendale, California 91206

Tel: 818.247.0770 | dgreitzer@glendalelaw.edu | <https://www.glendalelaw.edu/>

From: Leonard, Natalie <Natalie.Leonard@calbar.ca.gov>
Sent: Friday, March 17, 2023 2:34 PM
To: Darrin Greitzer <dgreitzer@glendalelaw.edu>
Cc: Kimberly Greitzer <kgreitzer@glendalelaw.edu>; Ching, Audrey <Audrey.Ching@calbar.ca.gov>

Subject: RE: Glendale U College of Law - Documents Received and Documents Outstanding

Dear Dean Greitzer:

Amy Nuñez's title is Director, Admissions, Amy.Nunez@calbar.ca.gov. She reports to Donna Hershkowitz, Donna.Hershkowitz@calbar.ca.gov.

We look forward to the law school's response to the outstanding questions below, and appreciate that you are already in and reading the email to prepare a response. I appreciate your collaboration.

Enjoy your weekend as well,
Natalie

From: Darrin Greitzer <dgreitzer@glendalelaw.edu>

Sent: Friday, March 17, 2023 1:31 PM

To: Leonard, Natalie <Natalie.Leonard@calbar.ca.gov>

Cc: Kimberly Greitzer <kgreitzer@glendalelaw.edu>; Ching, Audrey <Audrey.Ching@calbar.ca.gov>

Subject: Re: Glendale U College of Law - Documents Received and Documents Outstanding

Dear Natalie,

Please confirm Amy Nunez's title and email address.

Likewise, please provide the name and email address of who Ms. Nunez's reports to.

Have a good weekend.

Thank you.

DARRIN GREITZER | Glendale University College of Law

PRESIDENT & DEAN

Glendale University College of Law | 220 North Glendale Avenue, Glendale, California 91206

Tel: 818.247.0770 | dgreitzer@glendalelaw.edu | <https://www.glendalelaw.edu/>

From: Leonard, Natalie <Natalie.Leonard@calbar.ca.gov>

Sent: Friday, March 17, 2023 1:22 PM

To: Darrin Greitzer <dgreitzer@glendalelaw.edu>

Cc: Kimberly Greitzer <kgreitzer@glendalelaw.edu>; Ching, Audrey <Audrey.Ching@calbar.ca.gov>

Subject: RE: Glendale U College of Law - Documents Received and Documents Outstanding

Dear Dean Greitzer and Dean Greitzer:

Thank you for meeting with me and Audrey on Wednesday. We met for approximately one hour, and were able to cover some questions, and we are looking forward to the responses to others, which will help to ensure an orderly and effective teach out and closure, which is a goal that I know

we both share.

Below find a summary of the questions posed on March 7 (repeated below in the original communication), and updates from our March 15 meeting in **black bold font**. Your response is requested for all questions as soon as possible and prior to the Committee meeting. While we understand you are very busy right now, we can help if we have these answers, and some require a time sensitive response, such as number 3.

1. A count of how many students in 1L/2L/3L/4L did not enroll in the quarter starting March 6, to help us prepare for student questions (we are already getting some).
2. Confirmation that all students are registered with the State Bar so we can reach out to them with respect to the teach out, including those who did not enroll. If you have not been collecting this information, you can provide a student list (noting who did not enroll in the March 6 quarter) and we can verify, but we would seek your help in encouraging all students to register if they have not done so when you have your individual meetings this week.
3. Confirmation that if you remove the course that you discussed as to whether the law school's program still contains 270 classroom hours (not required for accredited, but affecting law students' ability to transfer to registered schools, suggesting it should be continued to assist schools with transition).
4. The law school's transition plan and copies of the letters to the students.
5. We also discussed that transferring students should consider an evaluation of their legal study and proposed plan submitted to the State Bar.
6. **Custodian of records – identified as the law school, but the law school will be closed. (Please advise a contact that will continue after the law school has closed, and the procedure/cost for students to secure records)**
7. **Timing of student meetings (Have all been completed or when will the one-on-one meetings be completed?)**
8. **Communications from students regarding confusion as to their understanding that letters of good standing and transcripts will not be issued (You advised that withdrawing students will receive a transcript with their grades and a letter of standing; these documents are important, as they are required for students to transfer, and we appreciate that the law school has advised that you will support any student seeking to transfer)**
9. **A copy of the agreement related to refunds and confirmation that it has been distributed to students. We have received a report that it has not been delivered to at least one student who requested it. (You advised that a copy of the release will be delivered to all 1L's on March 17 and grades for the winter quarter will also be released to all students on March 17).**
10. **The teach out plan includes a reservation of rights clause in which the school can change the provisions at any time. The State Bar requests advance notice as soon as possible of changes contemplated or implemented, though we are aware that no changes might be made.**

Your responses will help the State Bar to evaluate your requests regarding waivers and regulatory requirement, in addition to ensuring an orderly closure plan.

Sincerely,
Natalie

From: Leonard, Natalie
Sent: Monday, March 13, 2023 1:29 PM
To: Darrin Greitzer <dgreitzer@glendalelaw.edu>
Cc: kgreitzer@glendalelaw.edu; Ching, Audrey <Audrey.Ching@calbar.ca.gov>
Subject: Glendale U College of Law - Documents Received and Documents Outstanding

Dear Dean Greitzer:

I am writing to confirm receipt of your communication on Friday. I am still awaiting some of the other materials below, and have added several new questions in blue based on student inquiries received by the State Bar. They are eager to meet with you and indicate that you have sent emails expressing a willingness to meeting, but have not set appointments since announcing the law school's transition on February 24 or distributed the agreement you would expect them to sign in order to claim a refund. They also indicate that you have indicated that you will not provide a transcript for those who do not complete the year (though you can issue one showing zero credit if they have not established FYLSX exemption) or letters of good standing, which could impede students' ability to transfer.

We eagerly await your responses to the questions below and the student concerns raised above. I am happy to meet with you if that will assist you to provide this information as soon as possible, or otherwise, you can invest the time in providing this information. Quick action will preserve study options for your student, whether at your law school or another. Given the law school's family heritage, I know that you are committed to a smooth and positive transition.

Thank you for your email this morning inquiring about status.

Natalie

From: Leonard, Natalie
Sent: Thursday, March 9, 2023 9:40 AM
To: Darrin Greitzer <dgreitzer@glendalelaw.edu>
Cc: kgreitzer@glendalelaw.edu
Subject: RE: GUCL: Hello from Darrin Greitzer

Dear Dean Greitzer:

I know you must be busy with the start of the school year and taking student appointments! I do want to follow up to get further information about the law school's plans. It would be very helpful if you could forward the letters that the students already received, as this would give me something to get started.

Could we set an appointment next week to discuss if that feels more helpful?

I will send a calendar invitation as a proposal.

Thank you,
Natalie

From: Leonard, Natalie
Sent: Tuesday, March 7, 2023 9:42 AM
To: Darrin Greitzer <dgreitzer@glendalelaw.edu>
Subject: RE: GUCL: Hello from Darrin Greitzer

Dear Dean Greitzer:

Thank you for your message. It will be helpful to submit the materials as soon as you can, as staff memoranda (based on what you submit) start posting on Monday. It would be helpful to have:

1. A count of how many students in 1L/2L/3L/4L did not enroll in the quarter starting March 6, to help us prepare for student questions (we are already getting some).
2. Confirmation that all students are registered with the State Bar so we can reach out to them with respect to the teach out, including those who did not enroll. If you have not been collecting this information, you can provide a student list (noting who did not enroll in the March 6 quarter) and we can verify, but we would seek your help in encouraging all students to register if they have not done so when you have your individual meetings this week.
3. Confirmation that if you remove the course that you discussed as to whether the law school's program still contains 270 classroom hours (not required for accredited, but affecting law students' ability to transfer to registered schools, suggesting it should be continued to assist schools with transition).
4. The law school's transition plan and copies of the letters to the students.
5. We also discussed that transferring students should consider an evaluation of their legal study and proposed plan submitted to the State Bar.
6. **Custodian of records – identified as the law school, but the law school will be closed. (Please advise a contact that will continue after the law school has closed, and the procedure/cost for students to secure records)**
7. **Timing of student meetings (Have all been completed or when will the one-on-one meetings be completed?)**

Communications from students regarding confusion as to their understanding that letters of good standing and transcripts will not be issued (You advised that withdrawing students will receive a transcript with their grades and a letter of standing; these documents are important, as they are required for students to transfer, and we appreciate that the law school has advised that you will support any student seeking to transfer)

8. **A copy of the agreement related to refunds and confirmation that it has been distributed to students. We have received a report that it has not been delivered to at least one student who requested it. (You advised that a copy of the release will be delivered to all 1L's on March 17 and grades for the winter quarter will also be released to all students on March 17).**

9. **The teach out plan includes a reservation of rights clause in which the school can change the provisions at any time. The State Bar requests advance notice as soon as possible of changes contemplated or implemented, though we are aware that no changes might be made.**

Please also let us know if there are ways the State Bar can provide support through this transition.

Natalie

From: Darrin Greitzer <dgreitzer@glendalelaw.edu>

Sent: Monday, March 6, 2023 10:24 AM

To: Leonard, Natalie <Natalie.Leonard@calbar.ca.gov>

Subject: GUCL: Hello from Darrin Greitzer

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Natalie,

I'm assembling the letter for the Committee.

Needless to say, it's been a full and tiring time.

What is your deadline? Today? Tomorrow?

Just touching base.

Darrin

DARRIN GREITZER | Glendale University College of Law

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