Haute Études Appliquées du Droit (HEAD)
Study and Practice Program in Business Law
Paris, France

One to five Boston College Law School (BCLS) students may study at HEAD law school in Paris through the Study and Practice program each year. BCLS’s educational objective is to give students the opportunity to be exposed to the French legal framework and to gain an international and comparative perspective on law as part of their legal education, both in the classroom and in experiential contexts through internships. HEAD’s highly-demanding, multidisciplinary program offers an innovative approach to legal education that truly prepares students for the practice of law in today’s global economy. The school’s focus is on the acquisition of legal practice know-how, in addition to providing a strong base in legal theory. The study of law is supplemented by business and business law related courses including economics, finance and marketing, and classes are taught by practitioners who are leaders in their fields, in addition to renowned legal scholars from the law school of the prestigious Université de Paris-Sorbonne. The innovative pedagogy of the school encourages the development of critical thinking and personal judgment, and urges students to improve their knowledge of the law and their writing and oral presentation skills. In the Study and Practice program, the students will take courses selected from among those offered at HEAD, and will then be placed in law firms or corporate general counsel offices on four- to six-month full-time externships in the Paris area. The placements will be decided on a case-by-case basis according to the interests and professional aspirations of each student. This experience will help the students to develop their maturity and offer them experience in resolving legal problems, while exposing them to the processes of the given organization.

Program Details

The Study and Practice Program consists of two components: courses taken at HEAD, and externship placements.

Courses

BCLS students will begin their studies at HEAD with an intensive introduction to French Law and methodology. They will then take an intensive course of study at HEAD from January through mid-March (in English) in a subject matter mutually agreed by the BCLS Director of Graduate Legal Education and International Programs and HEAD. A BCLS student’s final grade for their studies will be determined solely by the HEAD instructors.

Externship

Following successful completion of their studies at HEAD, the BCLS students are guaranteed a placement in a HEAD externship. The externship placement will be selected by HEAd’s externship director and will be subject to the approval of the relevant student. The externship experience will be supervised by the Director of Graduate Legal Education and International Programs and the HEAD administration. The placement will be full-time from mid-March through mid-July. BCLS students will earn 6 credits for their externship and may be paid a salary for their work in accordance with local law and the stipulations of the American Bar Association.
The School
HEAD was founded in 2012, at the joint initiative of a select group of university professors and partners in major international law firms. It is an officially recognized law school and is regulated by the Ministry of Higher Education of Republic of France. HEAD is located in Paris, an internationally recognized center for law and business in France.

Calendar
HEAD accepts students on the Study and Practice program only in the spring semester. The program is generally available to 2Ls who are in good standing with BCLS.

Spring 2018 Dates:
- January 8, 2018 Orientation (mandatory)
- January 15, 2018 Classes start
- March 9, 2018 Classes end
- March 12, 2018 Externships start
- July 13, 2018 Externships end

Application
Students shall meet with the BCLS Director of Graduate Legal Education and International Programs to express their interest in the Study and Practice program, and provide a transcript of their work at BCLS. In addition, interested students must meet with the Assistant Dean of Academic and Student Services to discuss completion of their graduation prerequisites and development of a study plan pre- and post-attendance in the Study and Practice Program.

On the written approval of the Assistant Dean of Academic and Student Services and the Director of Graduate Legal Education and International Programs, students shall, not later than April 15th of each academic year, send to HEAD the following items by email addressed to accueil@ecolehead.fr:

1. A brief Statement of Purpose (approximately 1 – 2 pages) describing the student’s areas of academic interest, explaining why the student wishes to study at HEAD and why he or she wishes to participate in an externship program, and including a description of the student’s professional aspirations, previous international experience and language proficiencies;
2. A Curriculum Vitae;
3. A copy of the student’s BCLS transcripts in English or French, together with a description of the grading system and, if possible, the student’s class rank;
4. For non-native English speakers, proof of the student’s English proficiency, which proficiency shall be demonstrated by a minimum TOEFL score of 95, unless otherwise agreed by the HEAD administration;
5. A copy of the student’s passport;
6. A statement of financial support for the period during which the student will be studying in France; and
7. One passport-sized photo to be used for a student directory and student id card.

Following review of the application file, if the application is retained, an interview with one or more members of HEAD’s administration will be arranged by Skype.

The Director of Graduate Legal Education and International Programs will receive an Approval Notification from HEAD not later than May 15th.
Language of Instruction
Courses for BCLS students in the Study and Practice program will be taught in English. In addition, at HEAD French language courses are offered. BCLS students whose level of proficiency in French is sufficient are welcome to audit those classes, but will not receive academic credit for such courses from BCLS.

Orientation
All BCLS Study and Practice program students are required to take an intensive introductory course covering French law and methodology. These students will then follow an intensive course of study during the January-February-March module, the subject matter of which will be decided in concert by the BCLS and HEAD administrations, and which may include classes in:

- business law including: French law contracts, international contracts, mergers & acquisitions, and finance, compliance, competition, intellectual property and tax law;
- the business environment including: economics and marketing, financial analysis, debt restructuring and labor law;
- professional know-how including: drafting, negotiating, management, alternative dispute resolution and IT skills;
- comparative law courses; and
- professional development courses including: job placement skills and résumé writing tools.

Most of the courses run in intensive three- or four-week sessions, though some run for an entire module. Students generally take between 7 and 10 courses during this module.

BCLS Study and Practice program students are entitled to the services provided to, and incidental privileges enjoyed by, full-time HEAD students, such as full use of the library and other school facilities.

Credit Details

Courses
Courses at HEAD are listed with ECTS credits. Courses are worth 1 to 3 ECTS credits. BCLS students will receive a minimum of 12 ECTS credits (6 ABA credits) for courses successfully completed for transfer to BCLS. In order to receive credit, students must submit a list of the courses to be taken in writing to the Assistant Dean of Academic and Student Services and the Director of Graduate Legal Education and International Programs, and must meet with each of them to confirm the course selections prior to departure. Each student must confirm their final registration with both Offices as soon as it is complete and while there is still opportunity to make changes. The acceptance of any credit or grade for courses taken at HEAD is subject to approval, and any changes must be communicated immediately to the Assistant Dean of Academic and Student Services and the Director of Graduate Legal Education and International Programs.

Credit will be awarded only for courses in which a student receives a grade of “C” or better (or its equivalent). No credit will be permitted for any courses taken on a Pass/Fail or Pass/No Credit basis. Courses taken for transfer credit may not be duplicative of courses taken or that will be taken at BCLS. Only credits and not grades will transfer per ABA requirements, and the grades will not count toward honors and awards (such as graduation prizes or degree rankings...
such as cum laude, magna cum laude, and summa cum laude.) Language courses are not transferable for credit at BCLS.

**Externship**
The externship will be accorded 12 ECTS credits (6 ABA credits), and an additional 2 ECTS credits (1 ABA credit) will be accorded to an individual reflective seminar to be held with a member of the HEAD administration or faculty.

**Registration**
- **At BCLS:**
  Once approved, students must register during their regularly scheduled registration time for 13 credits of study abroad through the Office of the Assistant Dean of Academic and Student Services. Registration must be done in person or as a pdf attachment to Karen.doherty@bc.edu. The pdf must include the student’s name, Student Eagle ID number, a request to register for 13 credits of study abroad with the name of the host institution, and the student’s signature.
- **At HEAD:**
  Students register for courses through the Office of the Dean of Academic Affairs. Important dates for 2018 are:
  - Early September: Course descriptions are posted
  - **Mid-September:** Course registration takes place in person by contacting the Office of the Dean of Academic Affairs

The Office of the Dean of Academic Affairs at HEAD will send information via email with instructions on how to select and register for courses.

**Evaluation and Grading System**
Exam type is determined by the course instructor. Exams may be written in-class (open book, closed book or limited open book) or oral. Some faculty assign group projects.

Letter grades are used. The grading corresponds generally to the following scale:

<table>
<thead>
<tr>
<th>Grades transferrable to BCLS</th>
<th>Nontransferrable grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excellent</td>
<td>A-range</td>
</tr>
<tr>
<td>Very good</td>
<td>B-range</td>
</tr>
<tr>
<td>Satisfactory</td>
<td>C-range (C or better is transferrable; C- is not</td>
</tr>
<tr>
<td></td>
<td>Audit</td>
</tr>
<tr>
<td></td>
<td>Incomplete</td>
</tr>
<tr>
<td></td>
<td>Withdrawal</td>
</tr>
</tbody>
</table>

**Transcript**
Students must request **two** copies of their official transcript, one to be sent to the Assistant Dean of Academic and Student Services and the other to be sent to the Director of Graduate Legal Education and International Programs, 885 Centre Street, Newton, MA 02459 prior to departure from the program. It is good practice to request a personal copy as well for your records.
**French Language Instruction**
HEAD will assist in the coordination of French language courses during the program upon request. The classes stretch over 20 lessons (2 x 90 min a week). The instructors are all trained teachers of French as a foreign language. The French courses will be offered at four levels and come at an extra cost to the student, i.e., students must pay for the course out of pocket. The placement test/interview will take place during Orientation.

Credits earned for language study are **not transferrable** to the BCLS degree.

**Extracurricular Activities**
Academic studies are balanced by a selection of interesting extracurricular activities, such as guided tours in and around Paris, visits to museums, lectures on topical legal issues in France and the current political situation, and several social events with HEAD students, all of which, except for the optional participation in HEAD’s annual Team-Building Weekend, are free of charge. BCLS Study and Practice program students are also welcome to participate in the numerous student activity groups on campus, including music, drama and sport groups.

**Housing**
HEAD does not have on-campus housing. However, HEAD does provide assistance in finding suitable off-campus accommodation. Rent varies greatly, and could be anywhere between EUR 500 and EUR 800 per month depending on size and location.

Housing options and relevant information are provided once students are accepted into the program. See http://www.ecolehead.com/STUDENT-PROGRAMS/Student-Life/Housing#1020 further information.

**Health and Safety, Etc.**

**HEAD Insurance Policy**
Information on HEAD insurance requirements are located at the below link: http://www.ecolehead.com/STUDENT-PROGRAMS/Student-Life/Administrative-requirements

**BC Insurance Policy**
HTH Worldwide Boston College partners with **HTH Worldwide Insurance Services** (HTH) to provide health and emergency services to Boston College students while traveling and living outside the United States. Enrolled students will receive an email message from HTH that includes a certificate number and details on completing the online registration process. After you receive that message, you need to register online at [hthstudents.com](http://www.hthstudents.com). The HTH website will give you access to a list of medical care providers and facilities abroad that work directly with HTH. In case of illness, you need to call HTH Worldwide at either +1-800-257-4823 or collect at +1-610-254-8771 to make an appointment with a provider. In case of an emergency, you should go directly to the nearest physician or hospital without delay and then contact HTH Worldwide.

**Visa Requirements**
Information on visa requirements is located at the below link: http://www.ecolehead.com/STUDENT-PROGRAMS/Student-Life/Administrative-requirements

All persons wishing to study in France are required to obtain a student visa. Students must apply for the visa at the nearest French consulate prior to their departure.
Social Security
Registration with France’s Social Security administration is mandatory for all students under the age of 28 who are studying in France, subject to a few limited exceptions. The Office of Student Administration at HEAD can assist students with that registration process. Students age 28 and older must obtain private insurance in France.

Cost of Living
Below is an estimate of the cost of living in Paris for a 6-month stay in the Study and Practice program. The amounts listed are approximations only.

Total Expenses (excluding the Additional Fees detailed below):
Approximately € 7,494 - € 9,260 for a six-month period.

Expense Details:
Housing: € 500 - € 800 per month
Food*: € 600 per month (€ 20 per day)
Travel and other expenses: € 70 per month for unlimited travel within the Parisian area (recreational travel is not included)
Health insurance: € 215 Registration Fee payable to the French Social Security Office
Renters’ insurance: € 60
French Student Visa: € 54 - € 65
Books and course materials: € 100

Additional Fees
French language course (optional) Fee: € 35 per course, approximately € 700 for 20 courses.
Participation Fee: Students wishing to participate in HEAD’s annual Team-Building Weekend will be required to pay a participation fee of approximately € 150.

Clothing
Students will require both casual and business attire, in each case appropriate for seasonal changes.

State Department Information
The US State Department website contains useful information regarding preparation for travel which we recommend here: http://www.state.gov/travel/

The US State Department publishes Country Specific Information for France, which can be found here: http://travel.state.gov/content/passports/en/country/france.html

In addition, the US State Department also publishes Travel Warnings and Alerts which may be found here: http://travel.state.gov/content/passports/en/alertswarnings.html

Access for Persons with Disabilities
HEAD facilities are accessible to individuals with disabilities. If you are interested in the program and will need special assistance due to a disability, please contact the Director of Graduate Legal Education and International Programs who will contact HEAD to obtain information about the availability of needed services.
Contacts
HEAD
120 rue Lafayette
75010 Paris, France
Joan M. Betti, Esq.
Director of International Affairs
Phone: +33 1 83 81 67 36
Email: joan.betti@ecolehead.fr