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COMDTINST 1524.2A
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COMMANDANT INSTRUCTION 1524.2A

Subj: LAW ADVANCED EDUCATION PROGRAM FOR JURIS DOCTOR AND MASTER OF LAWS DEGREES

Ref: (a) Training and Education Manual, COMDTINST M1500.10 (series)
(b) Coast Guard Advanced Education Program, COMDTINST 1524.1 (series)
(c) Personnel Manual, COMDTINST M1000.6 (series)

- PURPOSE.** This Instruction establishes policy and provides guidance for Coast Guard officers selected to attend law school (JD degree) or post-graduate legal study (LLM degree) under the Coast Guard’s Advanced Education (AE) program set forth in references (a) and (b).
- ACTION.** Area and district commanders, commanders of maintenance and logistics commands, commanding officers of headquarters units, assistant commandants for directorates, The Judge Advocate General, and special staff offices at Headquarters shall ensure this Instruction is made available to officers interested in the law AE program. Officers selected for either the JD or LLM law AE programs shall comply with the provisions of this Instruction. District, MLC, Base legal officers, and Chiefs of Commandant (G-L) offices shall comply with this Instruction when Coast Guard law AE students are assigned to their staffs during summer internships. Internet release authorized.
- DIRECTIVES AFFECTED.** Law Advanced Education Juris Doctor Degree Program, COMDTINST 1524.2 is canceled.
- DISCUSSION.** Each year the Coast Guard selects approximately seven officers to attend law school full time culminating in a JD degree (law AE students). The Coast Guard also selects one officer to attend post-graduate legal study, usually at The Judge Advocate General’s Legal Center and School (TJAGLCS) in Charlottesville, Virginia, culminating in a Masters degree in Military Law (LLM). The exact number of selections is determined annually based on the allocation of Training

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NON-STANDARD DISTRIBUTION:

Allowance Billets (TABS) to all advanced education programs and by budget considerations. References (a) and (b) govern the application criteria and process. The program manager for the law AE program is the Office of Legal Policy and Program Development (G-LPD) of the Judge Advocate General.

5. SCHOOL SELECTION. All Coast Guard law AE students must attend an American Bar Association accredited law school. The normal course of study for the JD degree is three years (36 months) with breaks for the summer terms. However, some schools allow graduation after two and a half years (30 months), with a summer course load. The legal program typically requires the three year course of study at a law school within normal commuting distance of a Coast Guard legal office or staff (i.e. CGHQ, MLCs, District offices, USCGA). This permits each student to complete two summer internships at a Coast Guard legal office. Under rare circumstances, officers may complete a 30-month program when it can be shown that the Coast Guard and the officer will benefit (financially or otherwise) compared to a 36-month program. Those students enrolled in a 30-month law school program will receive mid-year PCS orders after sitting for the bar exam in February. The law AE program manager must approve all school selections before orders are issued. All officers selected for the LLM program will attend TJAGLCS unless the availability of study elsewhere is announced in the annual solicitation for candidates. The TJAGLCS course of study includes one year in the LLM course followed by a one year follow-on fellowship tour after graduation at the U.S. Army Center for Law and Military Operations co-located at TJAGLCS.
 - a. Cost. The Coast Guard will only fund tuition. Books, fees, and other costs must be borne by the law student. Full tuition will be funded for schools with annual tuition rates falling below limits set each year based on Commandant (CG-1)'s tuition budget. The tuition cap for 2006 was approximately \$20,000 per year. Officers may elect to attend schools where tuition exceeds this limit if they agree to pay the difference (i.e. cost sharing). In making such a decision, officers should bear in mind that the costs of books, fees, bar review courses, and other incidental expenses associated with law school can be significant without adding additional tuition costs. Students are encouraged to seek in-state tuition rates wherever possible. Commandant (G-LPD) will assist law AE selectees in identifying law schools with the best tuition rates that meet the criteria outlined in Paragraph 5. TJAGLCS study involves only incidental costs to students.
 - b. Transfer Policy. Students are advised to expect only one Permanent Change of Station (PCS) move, either prior to law school or after law school. If the choice is made to attend a law school at the officer's current geographical location, the student should expect PCS orders to another geographical location after graduation. This "one move" guideline is used to minimize PCS costs.
6. CURRICULUM. While attending law school, officers are expected to take a broad range of substantive and procedural legal courses, as the practice of law in the Coast Guard is diverse. Course selection should include the classic legal courses such as contracts, property, torts, evidence, ethics, and procedure. Other useful courses are admiralty/maritime/ocean law, international law, environmental law, administrative law, wills and trusts, personal income tax, government contracts, and those applicable to criminal trial practice (i.e. criminal law, constitutional criminal procedure (4th/5th/6th amendment law), and trial advocacy/trial practice, etc). The program discourages law students concentrating on areas such as tax, property, commercial/corporate practice, etc.

Opportunities sometime exist for writing and research. Students are encouraged to contact the law AE program manager in Commandant (G-LPD) for possible topics benefiting the Coast Guard. Law AE students shall review each semester's course selections with the program manager in Commandant (G-LPD).

7. SUMMER ASSIGNMENTS. As discussed in paragraph 5, law AE students will complete their summer internships at a Coast Guard legal office that is located within normal commuting distance of the student's law school. The purpose of this internship is to acquaint the officer with the practice of law in the Coast Guard, learn about Coast Guard legal program organization, and provide valuable practical legal experience. It also provides Coast Guard legal offices much needed supplemental resources. Legal offices should provide challenging assignments commensurate with the student's legal experience and abilities. Maximizing opportunities for experience in military justice matters is highly desirable. Exceptions to this summer internship policy will normally only be granted to students enrolled in a 30-month law school program. Permissive orders will be issued by Commandant (G-LPD) for exceptional summer internships that are independent of Coast Guard legal offices and distant from the student's commuting area.
8. OFFICER EVALUATION REPORTS. OERs during law school attendance are submitted in accordance with the guidance contained in Chapter 10.A.5 of reference (c). For all law students, the OER supervisor and reporting officer is the law AE Program Manager in Commandant (G-LPD), the reviewer is the Chief, Commandant (G-LPD). Specific names, Employee IDs, etc. will be provided annually. The original OER should be received in Commandant (G-LPD) as soon as possible after the 30 June guideline set forth in reference (c). If it will be delayed beyond 01 August, notify the law AE program manager in Commandant (G-LPD). Officers attending a 30-month program should contact the law program manager to set up their OER reporting cycle. The final OER period for graduating law students ends the day following the completion of the bar exam. OERs should be submitted as soon as possible; do not wait for the results of the bar exam. OERs must be submitted using the new OER forms (revised Aug 05). Previous forms are not acceptable.
 - a. Law students may include a memo or letter detailing personal and professional accomplishments during the year/semester. These should relate to the OER performance dimensions. Include academic achievements and awards, extracurricular activities, leadership/management positions, community activities, and anything else that helps to illuminate the quality of your performance.
 - b. Performance during the summer internship may be reported by letter or memo from the legal office/staff to Commandant (G-LPD) or by a concurrent OER in accordance with paragraphs 10.A.5.a.1.d and 10.A.2 of reference (c). Generally, a letter/memo report will be sufficient except where exceptional performance warrants a concurrent OER. Copies of the performance report or concurrent OER should be included with all OER submissions.
9. LEAVE. Recognizing that law students frequently devote school holidays and semester breaks to study, writing, and research, they are not required to take leave during these periods unless they will be traveling OCONUS. Law students should not expect to take more than three weeks leave during the summer months. Requests for leave while assigned to a Coast Guard legal office or staff shall be submitted to that office/staff for approval.

10. BAR REVIEW AND EXAMINATION. All law AE students are required to take the bar exam immediately following graduation from law school, normally in July, or in February if on a 30-month program. The decision of which state's bar exam to take is up to each student. Almost every state assesses annual bar dues, and an increasing number of states have mandatory continuing legal education (CLE) requirements. These factors may influence the decision regarding which bar exam to take.
- a. Bar Review. It is strongly recommended that all law students complete a bar review course prior to taking the bar exam. Such courses serve as a review of three years of law school and often fill in the gaps for subjects not covered in school. The Coast Guard will not fund bar review courses.
 - b. Bar Exam and Bar Dues. The Coast Guard does not fund these expenses.
 - (1) The legal program will fund the cost of Temporary Assigned Duty (TAD) to the location of the bar exam for the state in which the officer attended law school or an adjacent state if the cost is less. This TAD will only be for the days of the exam and not for the review course. If a student desires to take a bar exam for a more remote state, permissive orders may be requested.
 - (2) Requests for bar exam orders should be made well in advance to the law AE program manager in Commandant (G-LPD).
11. SERVICE OBLIGATION. Per reference (b), the service obligation for officers attending either the JD or LLM law AE programs is three months of obligated service for every month a student is assigned to a TAB for the first year, and one month of obligated service for every month thereafter. Thus, for the majority of law AE students, there will be a five year obligation and a three year obligation for LLM students. Any tuition cost-sharing does not reduce this obligation.
12. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS. Environmental considerations were examined in the development of this Instruction and have been determined to be not applicable.
13. FORMS/REPORTS. None.

J. E. CROWLEY, JR. /s/

JUDGE ADVOCATE GENERAL