



UNIVERSITY OF ALBERTA
FACULTY OF LAW

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2011 - 2012

Upper-Year Competitive Mooting Program



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2011-2012 Upper-Year Competitive Mooting Program

The Upper-Year Moots

The Faculty's Upper-Year Competitive Mooting Program provides students with a unique opportunity to develop advocacy and other lawyering skills. Selection to the moots is determined on a competitive basis. Course credit is available for all of the moots. Following the selection of the appellate moot teams, a number of practice rounds (usually between three and six) will be held prior to each moot court competition. These rounds will be judged by practitioners, faculty members, and if they are available, members of the judiciary, who will assist the moot teams in honing their skills.

Many of the competitions will be held outside of Edmonton. Travel expenses and accommodations are paid for by the Faculty or firm sponsors. Please pay close attention to the final page of this document entitled Administration, Travel, and Expense Policy.

Descriptions of the appellate advocacy moots follow. Please check the eligibility requirements carefully before you complete the entry form.

Some of the moots provide prizes or other awards. Please see the description of the individual moot competitions for details. Prize specifications are based on the most current donor information; prize specifications are subject to change without prior notice.

Schedule of Events

General Information Meeting, Room 237	September 15, 2011 (12 :00 p.m. – 1:30 p.m.)
Deadline for Submission of entry form for the Selection Round	September 19, 2011 (4 p.m.)
Posting of Schedule for Selection Round	September 22, 2011 (4 p.m.)
Jim Brimacombe Selection Round	October 1 & 2, 2011
Eldon D. Foote Moot Court Room	

Appellate Advocacy Moots

The Jim Brimacombe Selection Round

Mooting team members for the appellate advocacy moots (Laskin, Gale, Health Law, Alberta Court of Appeal, and the Clinton Ford) are selected through the Jim Brimacombe Selection Round.

Team members for the Jessup, Bowman National Taxation, Canadian Corporate/Securities Law, Western Canada/National Trial Moot, Client Counselling Competition, and Kawaskimhon National Aboriginal Moot Court Competition shall be selected through separate processes.

Each student wishing to participate in any of the appellate moot court competitions must complete the entry form available online. The entry form gives the Brimacombe co-ordinators the information needed to select the teams.

The Jim Brimacombe Selection Round is a competitive moot. Competitors are scored on the basis of the criteria indicated in the Rules for the Jim Brimacombe Selection Round. Scoring shall be a primary factor used in team selection. The problem for the Jim Brimacombe Selection Round shall be distributed at the general information meeting and additional copies will be available in the Office of the Dean on the fourth floor.

After all of the entry forms have been received, each competitor shall be assigned the role of Appellant and shall be assigned a mooting time. Each competitor must make the argument for his or her allocated role.

No written submissions are required or accepted.

Rules for the Brimacombe Round

Organization

The competition shall be supervised by the Brimacombe co-ordinators, who shall designate the problem and set the date of the selection round, obtain the judges and the clerk (if any) for it, and act as final authority respecting all questions relating to the conduct of the competition.

Purpose

Places for the following appellate advocacy moot teams shall be determined through the selection round:

1. Gale Cup;
2. Laskin Moot;
3. Alberta Court of Appeal Moot; and
4. Clinton J. Ford Moot.

Selection Round Mooting

- a) The Jim Brimacombe Selection Round will be held in the Eldon D. Foote Moot Court Room at the Faculty of Law.
- b) Prior to the Jim Brimacombe Selection Round, each participant shall be provided with a copy of the moot problem. Each participant is responsible for developing his or her oral argument. Written submissions shall not be accepted by the Bench. (DO NOT prepare written materials for submission.)
- c) After the acceptance period for applications has closed, each participant shall be randomly assigned the role of either Appellant or Respondent and shall be assigned a mooting time.
- d) Each participant shall be allowed ten minutes to present argument in the Jim Brimacombe Selection Round, inclusive of time spent responding to questions from the Bench.
- e) Participants shall appear gowned.
- f) Participants shall not be allowed to enter the court room before presenting argument, but may remain after presenting argument.
- g) Participants shall wait outside the court room until summoned to appear before the Bench.
- h) Non-participating students and the public are welcome to attend. Participating students may observe after their own presentations.

Judges

1. A panel of judges shall be appointed.
2. The judges are responsible for ranking the oral presentation of the participants, and in doing so shall consider the following factors:
 - a) correct and articulate analysis of the issue;
 - b) familiarity with the authorities;
 - c) ability to defend propositions under questioning;
 - d) poise;

- e) clarity;
- f) ingenuity;
- g) organization;
- h) persuasiveness;
- i) the legal strength or weakness of the side of the case being argued;
- j) demeanour;
- k) command of language; and
- l) diction.

Allocation of Places

1. Following the selection round, the Brimacombe co-ordinator(s) shall allocate the places on the teams for the various appellate advocacy moots.
2. The places will be allocated having regard to the following factors:
 - a) the scoring of the student by the panel of judges;
 - b) the preference of the student;
 - c) the level of the competition (i.e. international, national, regional, or local);
 - d) the needs of the particular competition (i.e. second year students for the Alberta Challenge Cup);
 - e) law school courses taken and marks, particularly in relevant courses;
 - f) whether the student has previously mooted in the same moot court competition (preference is given to students who have not previously participated in a given moot court competition); and
 - g) maximizing success of the University of Alberta mooting program.
3. A participant shall not be allocated a place on a team unless the student indicates on the entry form that he or she wishes to participate in it.

The Gale Cup

Moot Problem

The problem is usually drawn from a Supreme Court of Canada decision, with desirable criteria for the selection of this decision being one or more dissents at the Supreme Court of Canada, and one or more reversals in the courts below. The moot is often in the area of Constitutional Law/Criminal Law.

Number of Positions

There are four positions on the team: two appellants and two respondents.

Date and Location of Moot

The Gale Cup Moot is normally held near the end of February or early March. The competition is held at Osgoode Hall in downtown Toronto.

Eligibility Requirements

The moot is open to both second and third year students.

Further Information

The competition is open to every law faculty in Canada, English and French. Translation is provided for the facts in any bilingual moot, and simultaneous translation provided for oral argument on the day of the moot. The judges are drawn from several levels of the Ontario judicial system, but may include judges from other provinces, the Federal Court of Canada, and at times the Supreme Court of Canada. The majority of Canadian law schools compete in the Gale Cup.

For preparation for the moot, the team will participate in five to six practice rounds, scheduled in January and February, before panels consisting of Faculty, practitioners and judges of the Alberta Courts. The team should also expect to do extensive legal research and writing in the preparation of the facts. The facts must be submitted by the second week of January and the first week of February. In sum, team members must be prepared to direct a substantial amount of time in this competition, commencing in the Fall 2011.

Each team will participate in one moot against another Canadian law school, once as appellant, once as respondent. If the Alberta team reaches the top four in the preliminary round, two of the team members will be chosen to participate in the final round, which determines the top four places.

The final round judges typically include two or more Justices of the Supreme Court of Canada.

The Gale Cup Moot advisor for this year is Professor Matthew Lewans. He can be reached at mlewans@law.ualberta.ca.

Alberta Court of Appeal Moot

Moot Problem

The Alberta Court of Appeal Moot is an appellate level moot competition. It consists of three moots in the areas of criminal law, civil law (contract, property, or tort law), and constitutional law.

Number of Positions

There are six positions — three teams of two mooters. Each team is responsible for a moot in one of the three above-noted areas. Each team moots either as appellant or respondent. Roles are selected randomly.

Date and Location of Moot

The location of the competition alternates between Calgary and Edmonton. The 2012 moot will take place in Calgary. The moot should be held in the early part of March.

Eligibility Requirements

The moot is open only to second year students. The University of Calgary makes an effort to use mooters from second year, but, because of its smaller student pool, has the right to use students from other years if second year students do not volunteer.

Description of Prizes

The members of the law school which wins the competition will have their names inscribed on the Challenge Cup Trophy.

Work Load

The majority of work researching and writing facta takes place in January and February. Three to five practice rounds are held in late February and early March.

Further Information

The Alberta Challenge Cup was first held in 1984, and was renamed the Alberta Court of Appeal Moot in 1997. It is the law school equivalent of the Oilers/Flames rivalry (without the body-checking). The standings to date are as follows:

Law School	Winning Team
U of A	1985, 1986, 1989, 1991, 1995, 1997, 2001, 2004, 2008, 2009, 2010
U of C	1984, 1987, 1988, 1990, 1992, 1993, 1994, 1996, 1998, 1999, 2000, 2002, 2003, 2005, 2006, 2007, 2011

The coaches for this year are Professors Eric Adams (eadams@law.ualberta.ca), Ron Hopp (rhopp@law.ualberta.ca), and Ms. Tamara Friesen (tfriesen@law.ualberta.ca).

The Clinton J. Ford Moot

Subject Matter

The Clinton J. Ford Moot competition is an appellate level moot. The problem is on either a criminal or constitutional law topic.

Number of Positions

There are two teams made up of two mooters per team. One team represents the Appellants, the other team represents the Respondents.

Date and Location

The Clinton J. Ford Moot is held in the Eldon D. Foote Moot Court Room. It will be held in late January/early February 2012, with the preparation of the facta taking place primarily during the first term. An effort is made to publicize the moot to first year students who may wish to observe a moot court competition before their own moots get underway.

Eligibility Requirements

The Clinton J. Ford Moot court competition is open only to third year students.

Description of Prizes

The two members of the winning team will have their names inscribed on the Clinton J. Ford Shield and each will receive a barrister's gown and vest from the Department of Justice of Alberta. The runners up each receive a \$100 book prize given by the Friends of Faculty.

Further Information

The Clinton J. Ford Moot court competition was first instituted in 1960. The Bench will usually be composed of three judges: two drawn from the Alberta courts, and one from the Alberta Department of Justice.

The Clinton Fort Moot advisor for this year is Professor Steven Penney. He can be reached at spenney@law.ualberta.ca.

The Philip C. Jessup International Law Moot Court Competition

Introduction

The Philip C. Jessup International Law Moot Court Competition is a prestigious, internationally recognized moot competition. It was created in the United States in 1959 by the International Law Students Association (“ILSA”). It is the world’s largest moot competition, typically involving more than 1500 students from more than 300 law schools in almost 50 nations on six continents.

At the first stage of the moot, the University of Alberta sends a team to the Canadian National Division Qualifying Tournament. The top two teams from this tournament go on to represent Canada at the International Rounds, which are held in Washington, D.C.

Brief Description

The Jessup Moot problem is typically based on a hypothetical dispute between two fictitious states, and is argued, both orally and in writing, on the basis of public international law as if before the International Court of Justice. This year’s problem will be released in September and will be made available, along with other information concerning the Jessup Moot, on the ILSA website at <http://www.ilsa.org> and at <http://www.jessupcanada.org>.

Various prizes are awarded at the Canadian National Division Qualifying Tournament, including trophies for the top three teams in the overall ranking, the top four teams in the memorial ranking, and the top three oralists. The best “memorials” (the written argument) are also sent to Washington for consideration for the Baxter Prize, a separate prize for the best written argument.

Number of Positions and Eligibility Requirements

There are four positions on the team: two applicants and two respondents. The moot is open to both second and third year students.

Public International Law (PIL) is a prerequisite or co-requisite for the Jessup Moot. Failure to take PIL, or be taking PIL, while registered for this moot will impact negatively on the team, particularly when other members of the team have taken this foundational course. Due to the necessary time required fully to participate in the Jessup Moot, a strong academic background will also be considered. It is also highly recommended that students have strong research and writing skills prior to becoming involved with the Jessup Moot.

Students who have previously participated in the Jessup Moot will not be permitted to participate again, save in exceptional circumstances. The arbiter of such circumstances is the Vice-Dean who, in deciding the issue, will consult with the faculty advisor for this moot. For practical reasons, any student who is given permission to moot a second time must receive permission in advance of the selection round so that this permission may be relayed to the selectors.

Course Grades

Successfully earning a position on the Jessup Moot team will not result in an automatic grade for the course. Course grades will be assigned by the Jessup faculty advisor based upon each individual student’s work. Course grades will be based on the following breakdown: 50% for the written work and 50% for advocacy skills development, using the University’s grading system. Grades will not be based upon the results of the competition.

Further Information

An international law moot competition differs in many ways from domestic law competition. The sources of law are different, as is the terminology and the format of the written argument — the memorial — that is submitted to the Court. The memorial is typically longer and more detailed, both in argument and in legal citation, than a traditional domestic factum.

The two 25-page memorials will be due January 2012 and require considerable research and drafting time during the Fall Term and December break. Strict deadlines are in place in terms of delivering the memorials and the team members must coordinate well in advance with the coach and Faculty administration to ensure the deadlines are met. Team members will also be expected to prepare for and participate in moot practices in January and February 2012.

In 2008 and 2010, the University of Alberta team won the prestigious Canadian Spirit of the Jessup Award for best exemplifying the characteristics of teamwork, graciousness, and sportsmanship.

The Jessup Moot advisor for this year is Professor Joanna Harrington. She can be reached at jharrington@law.ualberta.ca.

The Laskin Moot

Moot Problem

The Laskin Memorial Moot is Canada's only national, bilingual moot. The Laskin is attended by competitors from all of Canada's law schools. Moot topics are usually in the constitutional or administrative law areas.

Number of Positions

There are four positions on the team.

Date and Location of Moot

To be announced, but is typically scheduled during reading week in February or early March.

Eligibility Requirements

- a) At least one member of each team (i.e. one out of four) must present oral argument in French.
- b) The portions of the factum which will be mooted in French must be submitted in French.
- c) The Moot is open to both second and third year students.

Description of Prizes

In addition to the "Winner of the Competition Award", prizes are awarded for top factum and top oralist.

Grading

Grades will be assigned based on 50% advocacy and 50% written work.

Practice Rounds

In consultation with team members, but not less than six.

Further Information

Simultaneous translation facilities are provided for those mooters who require it. We hope, however, to recruit a strong bilingual team for this moot. Proficiency in French is a strong factor in team selection.

The Laskin Moot advisor for this year is Patricia Paradis. She can be reached at pparadis@law.ualberta.ca.

The Canadian Corporate / Securities Law Moot

Moot Problem

The Canadian Corporate/Securities Law Moot Court Competition is an annual competition that focuses on the fields of corporate and securities law in Canada.

The competition is designed to provide law students with an opportunity to meet and network with various members of the legal community. Corporate counsel, securities regulators, legal academics, practitioners, and judges from various court levels (including the Ontario Court of Appeal and the Supreme Court of Canada) will act as Moot judges and advisors thereby fostering debate on legal issues of current importance to the Canadian business community.

The Moot problem is typically received in the form of two judgments: one from the court of Queen’s Bench (or Securities Commission) and the second from the applicable Court of Appeal. These judgements are usually based on corporate and/or securities issues that are currently making their way through the Canadian courts. Leave to appeal from the decision of the Court of Appeal is granted and the appeal is to be heard before the mock “Supreme Court of Canada” at the Moot. The issues to be raised on appeal and which form the basis for the Moot are set out in the order granting leave to appeal.

The Moot requires the submission of facta by each Moot team on behalf of each of the appellant and the respondent (each factum will be approximately 40 pages in length, with approximately 25 pages devoted to legal argument). In other words, the team will have to prepare two facta – one for the appellant and the other for the respondent. For purposes of oral argument, each university’s team is split into two oralist sub-teams of two persons. Each team of two will moot once as appellants and once as respondents. This is one of the unique features of this moot.

Grading of the Moot is based 50% upon the written facta and 50% upon the individual oral arguments.

Number of Positions

There are four positions on the team. Note: Students who have competed in this moot in the past are not eligible to compete again.

Date and Location of Moot

The moot competition is held at the court rooms of the Federal Court of Canada in Toronto. A brief timeline of typical moot events is set out below:

early-January	Receipt of moot problem by participating law schools
mid-January	Deadline for submission of written requests for clarification of problem
early-February	Deadline for submission of facta
February	Practice rounds
early-March	Moot competition in Toronto

The time period for research and preparation of facta and practicing for oral arguments is extremely tight and consequently, moot participants will be expected to devote a considerable amount of time to preparing for the moot in the first half of the second term. Moot participants are expected to be available for practice rounds in February including during reading week.

Eligibility Requirements

Although it is not a prerequisite to be selected for the team, it is to the students' advantage if they have taken (or are currently taking) Company Law and Corporate Securities. Due to the necessary time required to fully participate in the moot, a strong academic background will also be considered. The moot is open to both second and third year students, although at least two of the team positions will be reserved for third year students.

Course Grades

Successfully earning a position on the moot team will not result in an automatic grade for the course. Course grades will be assigned by the moot advisor based upon both team and individual performance and will consider both the written work product and advocacy skills development. Grades will not be based upon the results of the competition.

Further Information

In addition to independent research and writing to prepare the facts, members of the moot team will be required to participate in a number of facts review and drafting sessions with the advisor in January and February. Team members will also be expected to prepare for and participate in a series of approximately 10-15 practice rounds before panels of volunteer judges in February. Additional support and coaching at the practice sessions has been graciously provided by the practising Edmonton Bar and the Alberta Bench in past years.

The Corporate Securities Moot advisor for this year is Professor Barry Slutsky. He can be reached at bslutsky@law.ualberta.ca.

Kawaskimhon National Aboriginal Moot

Note: Participants in the Kawaskimhon Aboriginal Moot are not selected through the Brimacombe Selection Round. A separate selection procedure described below shall be held later in the academic year. Further information will be posted.

The Kawaskimhon National Aboriginal Moot was established in 1993. It was held at the University of Toronto for two consecutive years (1994 & 1995). Since then, participating law schools across Canada have hosted the moot.

Subject Matter of Moot

The subject matter of the moot is a legal issue affecting Aboriginal peoples.

The moot may or may not involve traditional appellate mooting. However, the moot usually involves a written proposal or argument, presentation of an oral argument, and consensus building. The moot may involve drawing from indigenous traditions to resolve the legal issues that arise from the selected topic. The moot format and process is decided by the host school. The written assignments for the teams may include a detailed written proposal containing issue identification, a summary of law, arguments, and negotiation strategies. In addition to legal research, students will prepare oral submissions, and write a short reflective and critical essay about some aspect of the moot (i.e. the issue, process, experience, etc.). Students will meet regularly to develop a work plan, assign research and writing tasks, complete the proposal, and prepare for the moot.

Number of Positions

There will be two positions available for this moot.

Date and Location of Moot

The moot is usually held in early March. This year it will be held in Vancouver, British Columbia.

Eligibility Requirements

The moot is open to second and third year students.

Credit or enrolment in Aboriginal Peoples and the Law, although not a formal prerequisite, is an advantage. Team places will be determined by the Kawaskimhon Moot advisor Professor Catherine Bell. She can be reached at cbell@law.ualberta.ca.

Client Counselling Competition

General Description

Note: The selection of participants in the Client Counselling Competition is not made through the Brimacombe Selection Round. A separate selection procedure will be held later in the year (see below). Further information will be posted during first term.

The Client Counselling Competition is designed to assist students in the development of interviewing and counselling skills. The competition works as follows: students (competing in teams of two) conduct a simulated thirty minute interview with a client (who has been provided with a confidential client profile). The interview is assessed by a panel of judges using a detailed set of criteria. Several teams conduct this interview (using the same client), and the judges select the best interviewing team(s). Generally speaking, the competitions involve two or more elimination rounds.

The competition is an ideal vehicle for students enrolled in the course in Interviewing and Counselling (Law 546), but is open to students in all years. Students not enrolled in Interviewing and Counselling will be provided with some learning resources.

Each year, the competition interviews all relate to a legal or practice area. However, in this competition, knowledge of the law is not a paramount importance; it is the process of interviewing and counselling that is focal.

Students should note that full participation can entail a significant time commitment. However, since the client counselling competition does not involve preparation of a factum, and since knowledge of "the law" is not stressed, the pre-competition preparation will not involve detailed research. To obtain course credit, however, there will be a writing exercise (see below).

Number of Positions

There are two positions on the team.

Dates and Locations of Moot

There are four competitions in this program:

1. The Law School Competition

In this competition the University of Alberta team will be selected. This will be held in February 25-26, 2012 at the University of Ottawa.

2. The A.B.A. Regional Competition

The University of Alberta will compete against about 10 teams from Canada and the United States. The competition will be held February 2012.

Eligibility Requirements

The client counselling competition is open to students in all years. This will depend on whether or not there are conflicting dates, and the number of other teams entered in this competition. The deadline for applications is October 2011. Late entries will not be accepted under any circumstances. Entry forms can be obtained by contacting Lynn Parish at lynn.parish@shaw.ca.

Description of Prizes

The winners' names are inscribed on a shield donated by the Edmonton law firm of Reynolds, Mirth, Richards & Farmer.

Course Credit and Method of Assessment

The team selected to represent the law school is eligible to receive three credit hours which will be based on the performance in the A.B.A. Regional Competition. The students will be graded on the best two competition rounds in which they compete. They will also be required to prepare a memorandum of law based on one of the interviews, and to prepare a reporting letter to the client. (These are to be completed after the competition.) The written component counts for 50% of the final grade. The normal rule is that students will be graded as a team.

Further Information

The Client Counselling Competition, which began in California in 1969 with a handful of competitors, now involves about 100 schools from Canada, the United States, England, Wales, Scotland, Australia and elsewhere. The University of Alberta first entered the competition in 1985. In that year, we won the Regional Competition (in Idaho), and placed second in the Nationals (at Pepperdine University in Malibu, California). In 1990, the University of Alberta won the International Competition. In 1993 we won the A.B.A. Regional Competition, attended the A.B.A. National Competition in Malibu, California, and represented Canada at the International Competition in Glasgow, Scotland.

The Client Counselling Moot advisors for this year is Professor Bruce Ziff. He can be reached at bziff@law.ualberta.ca.

The Coughlin, Western Canada & Sopinka Cup Trial Moots

Note: Participants for these moots are not selected through the Brimacombe Selection Round.

Any second or third year student who chooses may participate in the Coughlin Moot. The Coughlin Moot is an in-house criminal trial moot. The participants are made up of teams of two. Each team will represent either the Crown or the defence. One trial will be held each evening and trials will be held for as many consecutive evenings as required before the same judges. At the end of the competition, the judges (usually three) and the supervisor of the moot will select the winning team.

The Friends of the Faculty provide a \$100 book prize for the winners of the Coughlin Moot. Winners of the Coughlin Moot only receive credit if they go on to the Western Canada and Sopinka Cup Moots.

The winning team will go on to represent the Faculty of Law at the Western Canada Trial Moot. Six teams, one from each law school in Western Canada, participate in this moot. The dates and location of the Western Canada Moot will be announced – please watch for notices.

The top one or two teams in the Western Canada Moot will go on to the Sopinka Cup Trial Moot. This moot is generally scheduled in early March. There will be a reception at the Supreme Court of Canada and a final banquet. The procedure will be much the same as in the Western Canada Trial Moot.

The same problem will be used in all three moots. The preparation for, and participation in the early moots, will help with the later moots.

In past years, students have indicated that the amount of work required compares very favourably with the amount of work required for the appellate moots.

There will be an initial meeting, likely late in September 2011. The Coughlin Moot is often held in mid-November.

Mr. Kent Haryett will supervise all three moots. He can be reached at kharyett@impaireddefence.com.

Credit for Participation

Students may obtain credit for participation in the various moots. Participation in the Clinton J. Ford Moot, Alberta Court of Appeal, Client Counselling (Regional) Competition, Health Law, Gale Cup, Laskin, The Bowman National Taxation Moot, Canadian Corporate/Securities Law Moot, Jessup Moot, The Kawaskimhon National Aboriginal Moot, and the Western Canada/National Trial Moot carries three credits through Law 598. Students shall not be permitted to moot in the same moot twice save in exceptional circumstances. The arbiter of "exceptional circumstances" is the Vice Dean who, in deciding the issue, must consult with the coach/supervisor of the moot at issue. Moreover, for practical reasons, any student who, in exceptional circumstances, is given permission to moot a second time, must receive permission in advance of the selection round so that this permission may be relayed to the selectors.

To obtain credit the student must produce a factum, a memo, a trial book or some other written work that can be marked. The grade given for the course is on the University four-point alpha-numeric system. Unless otherwise noted, 50% of the mark is based on written work, the remaining 50% on the evaluation of the mooter's progress in developing advocacy skills at both the practice round and competition stages.

Students who are selected to a team must register in the appropriate course using the Bear Tracks registration system prior to the January 2012 deadline. Registration must be accompanied by the completion and filing of a "Moot Court Competition Registration Form" (pink) with the Admissions Office by February 1, 2012. At the time of registration students must sign an acknowledgement of the Moot Administration, Travel, and Expense Policy. If you are selected for a team after the January 2012 Bear Tracks deadline, please see Kim Wilson in the Admissions Office.

In planning a timetable students should keep in mind that there is no guarantee that they will be selected for a moot court competition. Therefore, a student should register in some other course which may be dropped if the student is selected for a moot team.

Moot course credit is available only in the second term, and the addition of three credits for moot participation cannot result in a total number of credit hours in excess of the term maximum of 18 hours or the yearly maximum of 36 hours.

The usual University rules regarding plagiarism apply to the written work. Plagiarism may result in disqualification of the team and disciplinary action will be brought against any student who violates this rule.

Administration, Travel, & Expense Policy

1. Moot coaches and supervisors please advise the Assistant Dean, Melissa Hartley, of the date, location, and registration fee of the Moot as soon as you have the information. The registration fee in particular can take up to 30 days to generate.
2. A Moot Administrative Liaison will help facilitate flight arrangements, accommodation, and other needs of moot participants. The Liaison for 2011-2012 is Sandra Teves. She can be reached by email at steves@law.ualberta.ca. You can also find her in Room 482 of the Law Centre.
3. **Photocopying** facta and all other relevant materials must be photocopied through the Faculty of Law Distribution Centre (Renee Hunt, 188 Law Centre). Moot participants are required to obtain pre-approval before they incur copying expenses elsewhere. Pre-approval may be obtained from the Assistant Dean. Ensure that you organize yourself to provide plenty of lead time to provide Renee with your material during business hours.
4. Binders, dividers and/or any general supplies are available through the general office. Purchase of supplies through any other venue or supplier is not reimbursable.
5. The Faculty will purchase flights for the participants (as soon as possible after the competition date is finalized). Otherwise, the flight will be reimbursed after the participants have submitted the original receipts (boarding pass) with a travel claim. **Boarding passes are considered the original receipt for air travel. Participants are required to submit their boarding passes.**
6. The moot team normally departs the day before the competition begins and comes home the day after the competition ends. Once the Moot Administrative Liaison is aware of the preferred travel schedule, flight times will be investigated and an itinerary will be forwarded to the moot team for confirmation. **Flights and hotel accommodations will be booked on the basis that team members and coaches will depart and return on the same days and that team members and coaches will travel on the same flights and stay in the same hotels (the Team-Standard Booking).** Deviation from the Team-Standard Booking must be authorized by the Assistant Dean, or no reimbursement will be provided. The Faculty will not be responsible for individualized booking arrangements. Persons who are not departing or returning with the other team members must make their own travel and accommodation arrangements. If a non-Team-Standard Booking is authorized, the maximum reimbursement shall be equal to the amount that would have been paid for a Team-Standard Booking.
7. The Faculty will cover the cost of hotel accommodation and requires advance notice to reserve rooms. The moot coach is asked to provide the name of the hotel to the Administrative Liaison so that reservations can be made. Please note that the Faculty will cover the cost of the room only. **Telephone calls, internet connection, television expenses, room service, mini-bar, etc, will not be reimbursed. Other than the room accommodation, moot participants must pay all individual expenses when leaving the hotel.**
8. Coaches and moot participants will be reimbursed on the basis of the University approved per diem amount of \$45 per day. The purchase of alcohol is **not an allowable University expense.**
9. Original receipts for hotel accommodation and transportation must be returned to the Faculty after the competition in order to process travel claims. Coaches are responsible for obtaining the final invoice for each room when checking out of the hotel. *Please save all original receipts. Boarding passes are considered the original receipt for air travel.*
10. **Car service arrangements as a group in a town car is preferable—please contact Prestige Limo at 780-995-7786. Ground transportation will be capped at \$40 (cost of return shuttle to the airport). Individual parking at the Edmonton airport is not reimbursable.**
11. **Expense claims MUST be submitted immediately upon your return.** Please submit to MaryAnn Empson, our Financial Administrator, for reimbursement who will help to facilitate this process. All original receipts must be presented when filling out the expense claim. She can be reached at mempson@law.ualberta.ca.

I have read and understood the above rules for the Moot Competition.

Name

Signature

Date