## **AMERICAN INSTITUTE OF LAW**

## STUDENT STUDY LOG INSTRUCTIONS

18411 Crenshaw Boulevard, Suite 416, Torrance, California 90504-5066
Telephone (888) 412.4593, Fax: (888) 657.1895, Web: www.instituteoflaw.com



Students,

I have created a custom study log that follows your professor's calendar exactly. It is very simple touse. Welcome to your Law School.

<u>STUDY LOGS</u> American Institute of Law complies with all California Committee of Bar Examiner Regulations. All students are required to maintain and submit a completed log of their student study activities documenting their archived lecture attendance and school-related activities.

**EASY TO USE** Rather than having each student create and maintain a diary of activities, I have created a very simple and easy to use study log. Simply enter your Name and Student ID in the blue highlighted areas. Enter your estimated minutes/hours in the day of the week and specific activity.

<u>AUTOMATIC TIME TRACKING</u> After times (Minutes/Hours) are entered, the log will automatically update the daily, weekly and annual total time and completion percentage.

<u>DUE DATES</u> All first-year students are required to turn in a copy of their up-to-date study logs prior to the mid-term and final exam date(s). Student must submit the entire completed **signed** study log in one of the following methods: (1) email to documents@instituteoflaw.com; (2) fax to 888-657-1895; (3) mail to American Institute of Law, 18411 Crenshaw Boulevard, Suite 416, Torrance, CA 90504-5066.

**NOTE** The areas that you can edit or add information include the following: Name, Student ID Number, Start of the School Year (03/29/20), Hours/Minutes of Activities, Digital Signature and Date Signed. All other areas are locked.

**Mel Morrison** 

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Vice President and Director of Admissions

**American Institute of Law** 

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