Welcome to the Faculty of Law

Law at Auckland is challenging, exciting and taught by some of the leading legal scholars in the country.

The strength of any law school lies in the calibre of its staff and students, the resources of its library, and the support it gets from the profession and alumni. The Auckland Law School is very fortunate on every score. Our academic staff produces world-class research, the Davis Law Library has New Zealand’s most extensive collection of legal research materials, and we have higher entry standards for our degrees than any other New Zealand law school, meaning that our graduates are highly sought after.

Our students epitomise Auckland’s philosophy of academic rigour coupled with enthusiasm for the law. Auckland students have won the national mooting championships seven of the last eight years. We have one of the most active and successful law student societies in the country.

From the Law Revue to student competitions, from social and sports events to seminars and workshops, there are countless opportunities to participate, meet other law students and forge life-long friendships.

Situated in the heart of the legal precinct, the Auckland Law School has strong links to the legal profession and judiciary. The School provides a complete legal education, preparing students for legal practice as well as many other careers in an internationalised world.

DR ANDREW STOCKLEY
Dean of Law
The University of Auckland

Why study with us?
The Auckland Law School:

- Is ranked the best law school in New Zealand and one of the best law schools in the world.*
- Provides small group teaching at all levels and offers the largest range of undergraduate courses of any of the New Zealand law schools.
- Has the highest entry standards for second year law, meaning graduates are highly sought after.
- Allows you to combine your law degree with a wide range of conjoint programmes (in arts, commerce, engineering, health sciences, property or science).
- Has outstanding facilities including the Davis Law Library, New Zealand’s leading legal research library.
- Is situated in the heart of the legal precinct, next to the High Court and the nation’s leading law firms.
- Offers an extensive study abroad programme, assisting students to spend a semester overseas at another top law school.
- Provides a wealth of opportunities for top students, including being able to work on the Auckland Law Review, take part in the Equal Justice programme, and participate in mooting, sentencing advocacy, witness examination and many other competitions.
- Has very active and supportive Māori and Pacific law student societies and programmes.

Where can the LLB take you?
A degree from the University of Auckland Law School is well-respected. In any given year, about half our graduates take up positions in New Zealand law firms, while the other half begin their careers in other professional organisations. These include accounting and consulting firms; business and industry; national and local government; teaching, research and journalism; international, environmental and other non-government organisations.

Our graduates can be found practising law in New Zealand and worldwide - many of our former students work for leading law firms in London, New York, Sydney, Hong Kong, Singapore and other places.

Some of our top students go on to study for the LLM and PhD degrees. The Auckland Law School offers the most extensive postgraduate programme in the country. Our students regularly win scholarships and prizes to continue their studies overseas. Some of last year’s graduates are now pursuing higher degrees at Oxford, Cambridge, Harvard, Yale and Columbia, amongst other top overseas universities.

Becoming a barrister and solicitor
After completing the LLB or LLB(Hons) degree, if you wish to be admitted as a barrister and solicitor, you must complete a three-month Professional Legal Studies course.

*QS World University Rankings in Law, 2014 (ranked 28th world-wide).
What can you study?

Bachelor of Laws (LLB)

Full time: 4 years  
Taught at: City Campus  
Points per degree: 480  
Application closing dates: 1 December 2015 for LLB Part II  
8 December 2015 for LLB Part I  
Classes start: 29 February 2016

The Bachelor of Laws (LLB) degree is a four-year (eight-semester) degree for a full-time student. The degree comprises 480 points, studied in four parts (Parts I – IV).

When you embark on a Law degree you will learn analytical, communication and research skills, and gain an understanding of legal ethics, professional responsibility and the role law plays in society.

Unlike other degrees, the LLB degree does not have a major attached to it. Everyone who earns an LLB degree gains a broad background in the law. The degree is a combination of law compulsory courses, law elective courses, non-law courses from another degree programme and one General Education course. A wide range of law elective courses are available, including Corporate and Commercial, Public, Criminal, International, Family, and Environmental Law.

To become an LLB Part I student you must first apply and be accepted into one other bachelors degree programme for your non-law courses.

If you complete LLB Part I but do not gain selection into LLB Part II, you will probably want to pursue an alternative qualification. As you will have already completed courses for another degree in your first year, you will have laid a good foundation for further study and will in most cases be able to credit the two law courses from the first year to your alternative degree.

If you are a graduate, you will apply for LLB Part I and possibly another programme if you wish to improve your grades for application for LLB Part II. Alternatively, if you demonstrate legal aptitude (eg, by having a good Law School Admission Test (LSAT) score) you can apply for admission to LLB Part I and LLB Part II concurrently. Graduates should consult one of the student advisers in the Faculty of Law.

What you will study in LLB Part I

LAW 121G Law and Society and LAW 131 Legal Method

LAW 121G is offered in both Semester One and Semester Two of each year while LAW 131 is only offered in Semester Two. All undergraduate law students wishing to pursue an LLB degree are required to take LAW 121G as a prerequisite to LAW 131. LAW 131 requires a prerequisite of a C+ or better pass in LAW 121G.

LAW 121G is an introduction to theories of the nature, functions and origins of law and legal systems, while LAW 131 is an introductory study of how law is made and applied in New Zealand. Each course usually involves three one-hour lectures per week and a compulsory one-hour tutorial every fortnight. These courses cannot be studied extramurally.

Non-law courses

You will be required to choose 90 non-law points as a foundation for your other bachelors degree. Before making your selection, you are encouraged to seek guidance from the other faculty’s student centre.

General Education courses

Courses in General Education are a distinctive feature of the University of Auckland bachelors degrees. All students enrolled in a bachelors degree are required to take one or two General Education courses, depending on their individual programme.

LLB Part II

LLB Part II consists of five compulsory courses, which can be completed in the second year of study for those full-time students completing an LLB as a single degree, or across the second and third year of study for those completing a conjoint degree.

Entry into LLB Part II is limited and determined on a competitive basis. The minimum GPA can vary from year to year.

LLB Part III and IV

In LLB Part III and IV, students are allowed to select elective courses towards their LLB degree. We offer the largest range of elective courses in New Zealand - from Public International Law through to Commercial, Environmental, Criminal, and Family Law electives. Planning ahead is important as not all elective courses are offered every year.

LLB(Hons) programme

If you achieve a B+ average or higher over all your law courses at the completion of Part II, you will be invited to transfer to the Bachelor of Laws (Honours) (LLB(Hons)) programme. For conjoint students this is usually at the end of your third year. The LLB(Hons) involves an additional semester of enrolment for the completion of an extra seminar course and a dissertation. Throughout the programme, students will need to maintain at least a B+ average.
Double your options

A conjoint programme gives you the opportunity to acquire a wider knowledge base and broaden your career opportunities. You can major in subjects of your choice to supplement the area of law you wish to specialise in, or apply complementary legal knowledge to the following areas of study.

Conjoint degrees with law

Conjoint degrees enable you to complete the requirements of two degrees simultaneously, thereby reducing the total time required by one year of equivalent full-time study. Admission can be in the first year, or at any point before you have passed not more than 270 points for either component degree. Continuation depends on maintaining a good academic record.

Bachelor of Arts/Bachelor of Laws (BA/LLB)
The BA/LLB lets you choose from a wide range of subjects offered by the faculties of Arts and Law. You can create your own combination of subjects provided they comply with the course regulations of both degrees.

Bachelor of Commerce/Bachelor of Laws (BCom/LLB)
If you intend practising in commercial, taxation and company areas, then a BCom/LLB is an excellent choice. With this conjoint degree you will also gain a broad background suitable for a position in management or public administration.

Bachelor of Engineering (Honours)/Bachelor of Laws (BE(Hons)/LLB)
The BE(Hons)/LLB lets you combine legal training with professional engineering training. This conjoint combination is well suited to a career in management within a large engineering firm or in fields such as resource management, intellectual property and information systems.

Bachelor of Health Sciences/Bachelor of Laws (BHSc/LLB)
You can plan a programme offering a sound introduction to law and the health care sector with a BHSc/LLB conjoint degree combination. This could lead to a career in medical law, health policy, health management or health care ethics.

Bachelor of Property/Bachelor of Laws (BProp/LLB)
The conjoint BProp/LLB degree will provide you with a sound background for work as a specialist legal adviser or a management position within the property industry. In addition to the legal skills and knowledge gained from the LLB degree, you will gain an understanding of property valuation, investment, management and marketing.

Bachelor of Science/Bachelor of Laws (BSc/LLB)
If you have an aptitude for science, a conjoint BSc/LLB degree gives you an excellent opportunity to construct a programme of study that can lead to a career in environmental law, intellectual property law, or a career within the scientific community. This could include the fields of biotechnology, information technology and forensic science.

The LLB conjoint structure

Apart from the BE(Hons)/LLB, conjoint programmes with law comprise 390 points of Law courses and 270 points of courses from the other degree. Each of the component degrees includes 15 points of General Education courses.

The BE(Hons)/LLB comprises 390 points of Law courses and 405 points of Engineering courses. There are several ways of structuring a conjoint degree and you are advised to consult with both faculties concerned before enrolling for your courses.

Normally you would take either 120 or 135 points in each year of your conjoint programmes. The first year usually comprises of LAW 121G, LAW 131, and 90 points of courses prescribed for the other degree. LLB Part II is normally taken over two years. Usually LAW 201, LAW 211 and LAW 299 are taken in the second year and LAW 231 and LAW 241 in the third year.

If you wish to undertake the BCom/LLB conjoint degree, you should not include COMLAW 101. In your BCom component degree, you are not permitted to include Commercial Law courses or majors in Commercial Law and Taxation. Refer to the BCom/LLB regulations in the University of Auckland Calendar.

There is considerable flexibility in planning conjoint programmes. The sample LLB conjoint degree structure on the next page is only one of several possible plans.
Sample LLB conjoint degree structure (does not apply to the BE(Hons)/LLB)

(i) This conjoint plan allows completion of the conjoint degree programme in five years, but it involves a heavier than normal load in four of the five years. There is no need to complete within the minimum timeframe, and students may wish to enrol for a more manageable load by extending the overall timeframe to five years plus one semester (or longer).

(ii) BE(Hons)/LLB conjoint degrees satisfy the requirements of two professional bodies. Students should expect to take six years, and are advised to consult with the Faculty of Engineering in the first instance.

*Although an elective course for the LLB, the Council for Legal Education (CLE) requires students intending to be admitted to the Bar to take this course.

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### YEAR 1

| LAW 121G | Law and Society (15 points) |
| LAW 131 | Legal Method (15 points) |
| Other degree | (15 points) |
| Other degree | (15 points) |
| Other degree | (15 points) |
| Other degree | (15 points) |
| Other degree | (15 points) |

### YEAR 2

| LAW 201 | Criminal Law (30 points) |
| LAW 211 | Public Law (30 points) |
| Other degree | (60 points) |
| Other degree | (15 points) |

### YEAR 3

| LAW 231 | Law of Torts (30 points) |
| LAW 241 | Law of Contract (30 points) |
| Other degree | (75 points) |

### YEAR 4

| LAW 301 | Land Law (30 points) |
| LAW 306 | Equity (30 points) |
| LAW 316 | Jurisprudence (15 points) |
| LAW 458* | Legal Ethics (15 points) |
| Law elective courses | (45 points) |
| Other degree | (15 points) |

### YEAR 5

| LAW 399 | Legal Research 2 (30 points) |
| LAW 400 | Legal Research 3 (10 points) |
| Law elective courses | (110 points) |
| Other degree | (15 points) |

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"Aside from enjoying delusions that I may one day become Harvey Specter, studying law for me represented an opportunity to study something that, no matter how the labour market changes over the next few decades, will remain a vital element of the society we live in.

"Studying a law and commerce conjoint degree provides me with a broad base of skills to choose from the plethora of career options still swimming around my mind two years into my tertiary study.

"I chose to study in Auckland because it has all the career, cultural and extra-curricular opportunities of a truly international city, whilst at the same time providing the quirks and beauties of a Kiwi lifestyle.

"The variety of elective courses the Auckland Law School offers in the third and fourth years makes for a particularly bright light after all the compulsory courses. I’ve also found that activities such as mooting and negotiation are increasingly well-supported, making for an ever-interesting experience since entering Law School.

"School leavers looking to enter law school should connect with and tap into the experiences of older students as much as possible. Invariably, they’re all too willing to advise about entering competitions such as mooting, and lend thoughts on which courses you might find most enjoyable.”

James Penn is studying for a BCom/LLB conjoint degree and was the winner of the Junior Mooting Competition at the 2014 New Zealand Law Students’ Association Competitions.
How do you get in?

LLB Part I
All first year law applicants apply for:
- The Bachelor of Laws (LLB) Part I
AND
- Another degree programme for your non-law courses.
If you have gained the University Entrance Standard and are admitted to another programme at this University you will be admitted to the LLB Part I.
If you are a graduate, or already enrolled in another University of Auckland bachelors programme, you will be admitted to LLB Part I.
Admission to a conjoint programme with Law requires a higher entry standard.
For information about the guaranteed entry scores and additional subject requirements, please refer to www.auckland.ac.nz/admission.
Students usually take LAW 121G in Semester One. If you gain a C+ or better in LAW 121G you can progress to LAW 131 in Semester Two.

LLB Part II
Places in LLB Part II are limited and all applicants must go through a selection process. A maximum of 300 places will be available in 2016 for each of the LLB Part II courses. This allocation includes returning Part II students.
To be considered for selection into LLB Part II in 2016, applicants need to have:
- Passed LAW 121G and LAW 131 (or their equivalents at another New Zealand law school) with at least a C+ average
AND
- Gained at least 90 points (or the equivalent) of non-law university degree courses.
Entry into LLB Part II is limited and determined on a competitive basis. Entry into LLB Part II is calculated on the basis of your grades in LAW 121G, LAW 131, (weighted doubly) plus your best 90 points from non-law courses. The Selection Committee meets in late December.
The overall average grade required for selection into LLB Part II can vary from year to year, depending on the number of applicants. In recent years the minimum grade required has been between a B+ (GPA 6.00) and A- (GPA 7.00).

Graduate admission
If you are a graduate, you may be selected on the basis of your grades in LAW 121G and LAW 131, plus your best 90 points (or equivalent) from your most recent year of university study. Alternatively, if you demonstrate legal aptitude (eg, by having a good LSAT score) you can apply for admission to LLB Part I and LLB Part II concurrently. Graduates should consult one of the student advisers in the Faculty of Law.

Undergraduate Targeted Admission Schemes
Undergraduate Targeted Admission Schemes (UTAS) are open to eligible Māori, Pacific, and students with disabilities and from 2015 UTAS is also open to eligible students from refugee backgrounds (SRB), and students from low socio-economic backgrounds (low SEB).
If you are eligible for UTAS and have completed LLB Part I and believe you can achieve at least a C+ average, you will be encouraged to apply for LLB Part II.
The Selection Committee allocates the places with consideration given to academic criteria as well as information gathered in an interview. All applicants for UTAS must complete a separate application available from the Faculty of Law website or Law Student Centre. Māori students and indigenous Pacific residents must be available in mid-December 2015 for an interview by a Māori or Pacific panel. Other UTAS students must provide documentary evidence of their status. For more information, contact the Law School student advisers.

Transferring students
If you are applying to transfer from another New Zealand law school you should contact a Faculty of Law student adviser.
Transferring applicants and all graduates who have applied online for Law at the University of Auckland need to forward a photocopy of their academic transcripts to the Law Selection Committee by the end of November. Address: Law Selection Committee, Faculty of Law, Private Bag 92019, Auckland. If your results are not available by early December, you are asked to forward a photocopy of your 2015 results to the Law Selection Committee as soon as they are available.

Academic English Language Requirement
In 2016, the University will introduce an Academic English Language Requirement (AELR) into all its undergraduate programmes. The aim of the AELR is to ensure you have a sufficient level of competence in academic English to support your study at University. The AELR will not affect whether you are offered a place on a programme, and may be met through your entry qualification or through satisfactory completion of an approved course in your first year of study.
Applicants who have not met the AELR through their entrance qualification will be provided with advice at the time of enrolment. For further information, see www.auckland.ac.nz/aelr

International students
The Faculty of Law welcomes applications to LLB Part I and LLB Part II from international students. Applications can be based on qualifications obtained outside New Zealand. International graduate applicants: refer information under Graduate Admission on this page. If you are an international student entering from an international education provider and English is not your first language, you will be required to submit proof of your English language proficiency.
This can be in the form of an IELTS or TOEFL score. For the LLB Part I, an IELTS score of 6.0 with no band less than 5.5 is required, or some equivalent measure of English language proficiency.
For more details contact the International Office:
Phone: +64 9 373 7513
Email: int-questions@auckland.ac.nz
www.international.auckland.ac.nz
Frequently asked questions

What should I study before undertaking law?
There are no prescribed subjects. Linguistic and essay writing skills are useful for studying law. Many students take one subject in Classical Studies, English, Geography, History, History of Art, Te Reo Māori or Te Reo Rangatira for NCEA Level 3 or equivalent qualification.

At university level, subjects such as English, History, Politics and International Relations, and Philosophy are recommended for similar reasons.

Why do I have to apply for two programmes if I only want to study law?
The Bachelor of Laws (LLB) regulations require students to enrol in six other non-law courses under one degree programme along with LAW 121G and LAW 131 as studying two disciplines broadens the knowledge of all law students. This is a requirement of the Council of Legal Education.

How is a GPA calculated?

Averages are calculated on the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>GPA</th>
</tr>
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<tbody>
<tr>
<td>A+</td>
<td>9.0</td>
</tr>
<tr>
<td>A</td>
<td>8.0</td>
</tr>
<tr>
<td>A-</td>
<td>7.0</td>
</tr>
<tr>
<td>B+</td>
<td>6.0</td>
</tr>
<tr>
<td>B</td>
<td>5.0</td>
</tr>
<tr>
<td>B-</td>
<td>4.0</td>
</tr>
<tr>
<td>C+</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>C-</td>
<td>1.0</td>
</tr>
<tr>
<td>D+</td>
<td>0.0</td>
</tr>
</tbody>
</table>

In calculating the GPA, “withdrawals”, “did not sit” and “did not complete” results are counted as zero, except where:

- Other courses (other than LAW 121G and LAW 131) taken in the same year total more than 90 points.

OR

- You can demonstrate that the “withdrawal”, “did not sit” or “did not complete” result was due to extraordinary and significant circumstances beyond your control and documentary evidence can be produced.

Application needs to be made in writing to the Selection Committee in December of the year in which you are applying.

What if I believe my most recent year of academic study is not representative of my ability?

If you believe that exceptional circumstances beyond your control prevented you from achieving grades indicative of your ability, you can write to the Selection Committee requesting that your academic record from a previous year be considered. You will need to provide documentary evidence of the exceptional circumstances and the impact they had on your grades.

If you have already applied for compassionate or aegrotat consideration in courses in your most recent year of academic study, further consideration cannot be given.

If I began my law degree at another New Zealand tertiary institution, how will I be assessed?

If you have completed the equivalent of the University of Auckland’s LLB Part I (LAW 121G and LAW 131) and six non-law university degree courses (equivalent to 90 points), your assessment will be the same as for students of the University of Auckland who have completed LLB Part I.

if you have done further university law courses, transfer and admission will depend on how much of your law degree you have completed. You should contact a Faculty of Law student adviser for advice on your individual situation.

Will Summer School results be included in my GPA calculation?

Yes they can, provided the Summer School courses were completed in the same year that the application is lodged. All courses contributing to a GPA for selection purposes need to have been completed by the time applications close.

Am I able to study law part-time?

You can study law part-time, but all courses are timetabled between the hours 8am and 6pm. As a part-time student you would take fewer courses each semester, depending on your other commitments.

Am I able to study law extramurally?

It is not possible to study law courses extramurally from the University of Auckland.

“I chose to study law because it was an area I had always been naturally interested in, and it fitted well with the school subjects I enjoyed. I believed law would both challenge and interest me—and it has!”

“The thing I like most about the University of Auckland Law School is its location within New Zealand’s largest city. I find living in a busy urban environment exciting and rewarding, and it provides a better idea of what city living will be like later in life.

“Studying law will give me a flexible degree that puts me in a strong position to pursue a variety of careers. It gives me skills that are useful both inside and outside the legal profession.”

Jack Garden from Wellington College, Wellington was awarded a 2014 Faculty of Law Entry Scholarship and is studying for a BA/LLB conjoint degree.

- For a wide range of accommodation options visit www.accommodation.auckland.ac.nz
- To check out our scholarship opportunities visit www.scholarships.auckland.ac.nz

All University of Auckland campuses are smoke free environments.
Where to from here?

So, you’ve made your decision on what you want to study, and now it’s time to apply.

What do you need to do? It’s a two-step process to apply and enrol for your chosen programme.

First you need to apply

Go to www.apply.auckland.ac.nz and complete the Application for Admission. If you haven’t already, you’ll be asked to sign up for a new account. It’s easy, and you’ll soon be underway in making your application. If you are applying for LLB Part I, you need to apply for Law and another bachelor’s degree (relevant to your non-law courses). If you are applying for a conjoint programme you should make a conjoint application in addition to applying for the two individual degrees. Admission to a conjoint programme with Law requires a higher entry standard.

For LLB Part I, select “LLB Part I” for your plan. Next you will receive an acknowledgement email asking you to provide certified documents (and in some cases to complete other requirements*) before your application can be assessed. Remember, you can apply for more than one programme. We’ll be assessing your application, and you can check your application status online at any time. Be patient though — documents can take 3-4 weeks to process during peak admission periods. Some of your documents might take longer to process than others, despite being sent in at the same time.

If your application is successful, we’ll email you an offer — normally from mid-January**. To accept or decline this offer, log onto www.apply.auckland.ac.nz

Next you need to enrol

Once you’ve accepted an offer of place in a programme, you can enrol in a course. If you need some help with the enrolment process, visit www.auckland.ac.nz/enrolment for an online tutorial.

To find out more about our subjects and courses, go to www.law.auckland.ac.nz, come in or email undergradlaw@auckland.ac.nz.

Also check out Courses and Careers Day on 29 August 2015.

Next you need to make sure you pay your fees! You’ll find all the details at www.auckland.ac.nz/fees.

Stuck? At any point in the process you can find answers to your questions 24/7 at www.askauckland.ac.nz

Or there’s someone who can help during business hours at 0800 61 62 63 or at studentinfo@auckland.ac.nz

If you were enrolled at the University of Auckland in 2015 and wish to apply for LLB Part I or LLB Part II, go to www.apply.auckland.ac.nz to complete an Application for Admission. If you are a Māori or Pacific student, or a student with a disability, or from a low socio-economic or refugee background, and were not enrolled at the University of Auckland in 2015 you should:

• Go to www.apply.auckland.ac.nz to complete an application form.

• Tick the box requesting consideration under the targeted admission schemes.

If you are a Māori or Pacific student, or a student with a disability, or from a low socio-economic or refugee background, and who is returning to the University of Auckland and you wish to apply for LLB Part II, you should:

• Go to www.apply.auckland.ac.nz to complete an application form.

• Complete the additional Targeted Admission Scheme application (available from the Faculty of Law website or Law Student Centre) and be available for an interview mid-December.

Money matters

This table is based on the 2015 fees schedule for an LLB student enrolled in a full-time load of 120 points and should be used as a guide only. For updated fees information, refer to www.auckland.ac.nz/fees.

<table>
<thead>
<tr>
<th></th>
<th>Domestic student</th>
<th>International student</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>$6,032</td>
<td>$30,562</td>
</tr>
</tbody>
</table>

This is the annual tuition fee. All fees are charged per point. Part-time students taking fewer than 120 points will pay proportionately lower fees.

Dates to remember

<table>
<thead>
<tr>
<th>Closing dates for applications for admission in 2016</th>
<th>LLB Part I</th>
<th>8 December 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>LLB Part II</td>
<td>1 December 2015</td>
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<table>
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<tr>
<th>Academic year 2016</th>
<th></th>
<th></th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Summer School</td>
<td>6 January to 17 February 2016</td>
</tr>
<tr>
<td></td>
<td>Semester One</td>
<td>29 February to 27 June 2016</td>
</tr>
<tr>
<td></td>
<td>Semester Two</td>
<td>18 July to 14 November 2016</td>
</tr>
</tbody>
</table>

Disclaimer: Although every reasonable effort is made to ensure accuracy, the information in this prospectus is provided as a general guide only for students and is subject to alteration. All students enrolling at the University of Auckland must consult its official document, the current Calendar of the University of Auckland, to ensure they are aware of and comply with all regulations, requirements and policies. Publication date: March 2015.