

# STUDENT SERVICES FEE (SSF)

2024-25

DEPARTMENTAL REPORT TO THE COUNCIL ON STUDENT AFFAIRS AND FEES (COSAF)

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## SECTION 1: DEPARTMENT SSF DATA

The following data was provided to COSAF from Budget & Intuition Analysis and Student Affairs Divisional Resources

Student Services Fee Recipient: **Law Academic Success Program/Tutoring**  
Department Contact: Christopher Ide-Don, Kristina Do-Vu  
Total 2024-25 SSF Projected Allocation: \$50,000  
Percent of Overall Budget Funded by SSF: 10%  
Approximate percent of the total 2024-25 SSF revenue: 0.11%

Expense	2023-24 SSF Actuals	2024-25 Projected SSF Allocation
Salaries/Benefits	\$122,572	\$50,000
Operational Costs	\$0	
Other	\$0	\$50,480.97 (Carryforward from FY23-24)
<b>TOTAL</b>	<b>\$122,572</b>	<b>\$100,480.97</b>

Explanation if over a 10% differential between 2023-24 and 2024-25:

-59%  
Decrease from prior year since one-time carryforward funds were spent in 2023-24. 2024-25 reflects ongoing annual budget.

## SECTION 2: DEPARTMENT RESPONSES

Use as much space as needed

**1. Please provide a general description of your department's function**

The Academic Success Program (ASP) assists law students in developing and enhancing the critical skills necessary for success in law school, on the bar exam, and in the legal profession. ASP helps students identify and strengthen their academic abilities and address the challenges of law school.

**2. Please list the departmental program(s) and/or service(s) specifically funded by the Student Services Fee**

The Academic Success Program. The amount supported by SSF is noted in the table above.

**3. Please provide information regarding the benefit to UC Davis students from the departmental program(s) or service(s) specifically funded by the Student Services Fee**

*Be as specific and concise as possible. Include the specific type (e.g., undergraduate, graduate, professional, transfer, etc.) and an estimated number of students served.*

UC Davis School of Law offers first year law students a unique experience by providing 2L and 3L Class Tutors for each first year class, as well as ASP Exam Tutors, who specialize in exam preparation and exam writing skills.

Class Tutors regularly attend the first year class, hold weekly office hours and obtain instruction from the professor for whom they are tutoring. They are available to critique your briefs, outlines, and practice exams. The tutors also hold practice midterms, group review sessions, provide feedback on practice exams, or sometimes just provide a friendly face, a willing ear, and an encouraging word.

ASP Exam Tutors present Skills Workshops on traditional law school study skills, such as taking notes, briefing cases, outlining courses, answering multiple choice questions and writing essay examinations. They also offer an individual meeting program where students have the opportunity to meet one-on-one each week with their tutor to address their specific areas of need.

The estimated number of students served is the entire first year class, which is 198 students in Fall 2024.