

LAW COURSE APPROVAL FORM FOR NON-LAW GRADUATE STUDENTS

NAME _____

DATE _____

UTEID _____

Please Check:

PHONE _____

Masters Program _____

Doctorate Program _____

GRADUATE DEPARTMENT _____

Non-Degree _____

E-MAIL ADDRESS _____

This is to request approval to take the following law course during _____ (sem/year).

Course Name _____

Course # _____

Course Professor _____

Unique # _____

Are you requesting to take this course on a pass/fail basis? Yes _____ No _____

If so, have your Dean/Advisor initial here: Pass/fail request is approved _____

1. Non-law graduate students may request approval to take a course after early registration is completed in the School of Law.
2. A non-degree seeking student who wishes to enroll in a law school course must meet all prerequisites for the course and must receive written approval from the course instructor and the Assistant Dean for Student Affairs. Either the instructor, the Assistant Dean for Student Affairs, the Associate Dean for Academic Affairs, or the Dean may refuse any request to enroll in a law school course. Non-degree seeking students may enroll in law school courses only when space is available. No more than one non-degree seeking student is allowed in any course. Non-degree seeking students are limited to enrolling in no more than two law school courses and must be classified as a graduate-level non-degree seeker.
3. A first-year law course may be taken by a non-law graduate or a non-degree seeking student with approval of the Associate Dean.
4. The grade from a law course will not be available until several weeks after the semester's end. A NON-LAW GRADUATE STUDENT SHOULD NOT REGISTER FOR A LAW COURSE IF THE GRADE IS NEEDED FOR GRADUATION THE SAME SEMESTER.
5. Law school grades are often C's and D's, even though a student may have worked hard and, under law school standards, been successful. Graduate students should have a clear understanding with their own schools as to how the grade will be recorded. The Law School does not offer a pass-fail option; however, non-law graduate students may request special permission to take a law school course on a pass-fail basis by obtaining approval from their Dean or Advisor.
6. The student's dean/advisor must sign this form before seeking approval in the Law School. This form must be filed in the Law School Student Affairs Office (Townes Hall 2.117) prior to registration in a law school course.

APPROVED BY (in order required):

1. _____
STUDENT'S DEAN/ADVISOR

2. _____
LAW PROFESSOR

3a. _____
ASSISTANT DEAN FOR STUDENT AFFAIRS,
SCHOOL OF LAW

3b. _____
ASSOCIATE DEAN, SCHOOL OF LAW
APPLICABLE FOR FIRST-YEAR LAW COURSE ONLY

STUDENT'S SIGNATURE _____

Are you graduating in the semester in which you plan to take this course?

Circle one: Yes / No

FOR OFFICE USE ONLY

Original: Student Affairs

Copy: Student, Student's Graduate Department

Emailed student (date) _____