

Distance Education Course Approval Form

Complete this form to request to enroll in a distance education course and apply it towards the JD degree. Students must complete this form at least one week prior to the close of the registration period to request approval to enroll in the course.

Students requesting to enroll in a distance education course must have completed and earned at least 28 credits towards the JD degree before enrolling in the course.

A student may count no more than 15 credits of distance education towards the JD degree; 4 credits towards the LLM degree; and no more than 6 credits of distance education towards the SJD degree.

Upon approval, students will receive an override to enroll in the distance education course. Students must complete this form in a timely manner to allow for the approval process and enrollment in the course during the registration period.

Submit the completed form to the Law Registrar's Office at lawreg@hawaii.edu. You must email the form from your UH email address to be processed.

First Name: _____ Last Name: _____

UH Email Address: _____

Select Program: _____

Select Class Year (JD Only): _____

Proposed Academic Semester (e.g. Fall, Spring Summer): _____

Proposed Academic Year (e.g. 2021): _____

Proposed Total Credit Load for the Semester: _____

Proposed Distance Education Course(s) and Number of Credits for the Semester:

e.g. PACE 629 Negotiation & Conflict Resolution (3 Credits)

If you are a student requesting to exceed the maximum 18 credits allowed to apply to your JD, list the course(s) that will not apply towards the JD:

Proposed Total Credits to Apply to the JD: _____

Are you a federal financial aid recipient? _____

If yes, please contact the Law Financial Aid Office to determine how this may affect your financial aid.