

Summer School Approval Form

Complete this form to request to attend and to transfer credits from summer programs at another ABA-accredited law school. This form is sent to Associate Dean for Academic Affairs for approval. Approval of this form is required before meeting with the Financial Aid Manager about summer school financial aid. A separate application process is required if requesting financial aid for attendance at another institution. Students must complete this form and request approval prior to enrollment at the other law school.

Your electronic submission of this form will indicate that you have read and understand the following conditions:

GRADES: I understand that each course will be taken for a letter grade (unless a grade option is not offered.) I must earn a "C" or better although the credits will count only as "Credit" and will not be included in computing my GPA.

REPEAT COURSE: I cannot enroll in any summer school course for credit that is substantially similar to a course already taken. I cannot take a UH Law School course that I have already taken in summer school.

CREDITS: I understand I may not take more than 7 credits during a summer semester without prior written approval of the Law Registrar.

TRANSCRIPTS: I must arrange for an official copy of my transcript to be sent to the UH Law School upon completion of the summer program. Until UH Law School receives my official transcript, the school has no record of completion of a summer program for credit.

CERTIFICATES: To use a course to satisfy requirements for a Law Certificate, I must separately seek approval from the Directors of the Certificate programs unless a course has been pre-approved.

FINANCIAL AID: If I am seeking Financial Aid, it is my obligation to notify the Financial Aid Office and to supply all necessary statements. Please email Heather Smith-Lee at smithhea@hawaii.edu to discuss your financial aid needs.

ACADEMIC REGULATIONS: I have reviewed the Academic Regulations pertaining to this.

Upon approval, students will receive a confirmation email that they may enroll in classes at another summer law program.

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 Summer Law Program: _____

Is this program approved by the American Bar Association (ABA)? _____

Dates of the Program (e.g. 05/20/2021 – 08/01/2021): _____

Location of Program: _____

Program Website: _____

Proposed Total Number of Credits to Request to Transfer to the JD Program: _____

Proposed Course(s) and Credits per Course:

e.g. Course Number: Course Title (3 Credits)

List the URL to Each Course Description: (If a URL to the course description is not available, please email the course description(s) to lawreg@hawaii.edu with your completed form.)

Are you planning to enroll in summer courses at WSRSL? _____

If so, please list the proposed courses and credits per course:

Note: Students may not take more than 7 credits during a summer semester without prior written approval from the Law Registrar.

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.

By submitting this form, I certify that the information contained in this form is complete and accurate to the best of my knowledge.