

Visiting Another Law School Approval Form

Complete this form to request to visit another ABA-accredited law school and apply credits from the other law school towards the JD degree. Students must complete this form and request approval prior to the close of the registration period and 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.

REQUIRED COURSES: I must obtain approval from the Associate Dean for Academic Affairs if I wish to receive credit for First-Year courses, Constitutional Law I, Second-Year Seminar, Professional Responsibility, and/or Clinical or Skills courses.

REPEAT COURSE: I cannot enroll in any 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 at another school.

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

CERTIFICATES: To use a course to satisfy requirements for a Pacific Asian Legal Studies or Environmental 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 the visiting law school.

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 Law School to Visit: _____

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

Location of Program: _____

Program Website: _____

Proposed Total Credit Load for the Semester: _____

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 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.