

Consortium Law Program Application for Inter-school Enrollment

Semester Fall/Spring _____

Deadline for filing this form with the Boalt Registrar's Office: Monday of the second week of Law classes

Please PRINT clearly:

Name: _____ Student ID: _____ Gender : M or F
Last First MI circle one

CalNet User ID or Alternate Login ID (if this has been assigned): _____

Local
Address: _____ City: _____ Zip: _____

Local
Phone: _____ E-mail: _____ Current year: _____

Home School: _____ Home School Registrar's Phone/email: _____

Home School Address: _____

Boalt course you wish to take: (Give title, course number, course control number and units)
City Zip

_____ Law _____
Course Title Course # Course Control # units

Please give substantive reasons for taking this course:

Have you taken a course at Boalt before or are you petitioning to take any other Boalt courses? If so, list courses, number of units, semester, and name of the instructor _____

What date does your home school need pass notification? _____

International Visiting Scholars: Please give mailing address for reporting grades to home school:

Note: Three signatures are required in this section.

Home School approval:

I hereby attest that the student named above is a member of this graduate department, is in good standing, and the course s/he would be taking will be counted toward their degree (or attach letter from your home school)

Please print NAME of Department Head

DEPARTMENT & TITLE

Signature of Home Department Head Date

Boalt Hall Instructor's approval:

The above-named student has my approval to take my course if there is room after the add/drop period ends.

Please PRINT NAME

Signature of Boalt Hall Instructor Date

Boalt Hall Dean of Students Approval:

Annik Hirshen, Dean of Students Date

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1. Read these instructions, then fill out the reverse side.

2. JD students from Golden Gate, Hastings, Univ. of San Francisco and Univ. of Santa Clara may take a law course at Boalt Hall if the course: (please note UC Davis & Stanford students should also apply through the Exchange Program specific to their school)

- * is not oversubscribed;
 - * is related to your course of study and/or career goals;
 - * is not offered at your home school in a given academic year;
 - * is approved by your home school, the course instructor, and the Boalt Hall Dean of Students.
- You may not take more than eight total units at Boalt Hall within three years.

3. The Boalt calendar does not always match that of the main campus, nor your home school. You are responsible for knowing Boalt dates and deadlines.

4. Check with your home Registrar to insure that you may take a course at Boalt and to clarify how the units will be treated.

5. Obtain the signature approval of your department head or Registrar.

6. At the first class meeting, inform the instructor that you wish to take the class and obtain his/her signature approval.

7. Bring this form with faculty signature to the Registrar's Office, 270 Simon Hall.

8. You will be notified by the Registrar's Office via email if your application has been approved. Please note we will not review applications until two weeks after classes begin.

9. You must take the course for the grade option selected by the law school either for CR/NC or a grade. Most courses at the law school are offered for a grade. Refer to the Boalt schedule of courses for exceptions to the standard Boalt grading option. Your home school may interpret Boalt grades on your transcript. Check with your home Registrar to determine how your Boalt grade will appear.

10. You will need an exam number to take Boalt Hall exams. You may obtain your exam number here:
<http://www.law.berkeley.edu/php-programs/students/exams/index.php>

11. You must take the final exam on the published date, time and place - NO re-scheduled exams will be allowed.

12. We will mail a transcript directly to your home school after grades are posted. This will be at least six weeks after exams end. **If you need Spring Semester grades for graduation or Bar certification purposes, note the deadline date on the reverse side.** We will try to send pass notification to your school by the deadline you request. ** We can not release grades until after the exam period has ended and faculty have had a chance to review the finals.

Please sign here to indicate you have read, understood, and will abide by these instructions.

_____ Date _____