



Interdepartmental Application UC Irvine Graduate Students Only

(Revised 1/13/2016)

1. Please read these instructions, then fill out the application form on the next page.
2. UCI graduate students may take a law course at UCI School of Law if the course:
 - is not oversubscribed;
 - is related to your course of study and/or career goals;
 - is approved by your home department, the course instructor, and the School of Law Dean of Students.

You may not take more than 8 total units at UCI School of Law as part of your graduate study. See the School of Law Dean of Students for more details.
3. The School of Law semester calendar does not match that of the main campus quarter semester. You are responsible for knowing dates and deadlines as they relate to the School of Law.
4. Check with your home department to confirm that you may take a course at UCI School of Law, and to clarify how the units will be treated.
5. Obtain the signature approval of your department head or advisor.
6. Prior to the first class meeting, inform the instructor that you wish to take the class and obtain his/her signature approval. Alternatively, an email granting approval can be attached to your application form.
7. Bring or email the application with faculty signatures to the School of Law [Dean of Students](#) at EDU 1000.
8. If your application is approved, you will be enrolled in the course by the Law School Registrar. If you decide to drop the course you must notify the Law School Registrar.
9. You must take the course for the grade option (either CR/NC or a grade) selected by the law school. Most courses at the law school are offered for a grade. Refer to the UCI School of Law schedule of courses for exceptions.
10. You will need exam numbers to take UCI School of Law exams. You will be issued exam numbers and graded anonymously.
11. You must take the final exam on the published date, time and place. NO re-scheduled exams will be allowed.
12. Law grades are posted to transcripts about **six weeks after exams end**. This should be taken into consideration by graduating students prior to requesting enrollment authorization approval.

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

_____ Date _____

Interdepartmental Application for UCI Graduate Students

Semester: ___ Fall ___ Spring _____
(Year)

Deadline for filing this form with the Law School Registrar’s Office: **Monday of the second week of UCI semester classes.**

Please PRINT clearly:

Name: _____ SID: _____ G
 Last First MI

Local Address: _____ City: _____ Zip: _____

Phone: _____ Email: _____ Gender: ___ M ___ F

Home department: _____ Home dept. phone: _____

UCI School of Law course you wish to take: (**Give title, course number and units**)

Please give substantive reasons for taking this course:

Have you taken a course at UCI School of Law before, or are you petitioning to take other UCI School of Law courses? If so, list courses, number of units, semester, and name of the instructor:

Note: Three signatures are required in this section.

Home Department 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.

NAME of Home Department Head (print)

DEPARTMENT & TITLE

Signature of Home Department Head Date

School of Law Instructor Approval:

The above-named student has my approval to take my course.

NAME (print)

Signature of Law Instructor Date

School of Law Dean of Students Approval:

Kyle Jones, Dean of Students Date