

**University of Cincinnati College of Law**  
**Student Request for Credit From Another Law or Graduate Program**

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**Please Print:**

**For Semester:** \_\_\_\_\_, 20\_\_\_\_

Name: \_\_\_\_\_

Telephone Numbers:

Student ID No.: M \_\_\_\_\_

Home: (\_\_\_\_\_) \_\_\_\_\_

Year: (circle one) 1L 2L 3L Flex Other \_\_\_\_\_

Cell: (\_\_\_\_\_) \_\_\_\_\_

I request credit toward the J.D. requirements **OR**  I request permission to take without law school credit

1. \_\_\_\_\_  
*course name and number* *number of credits*

2. \_\_\_\_\_  
*course name and number* *number of credits*

**NOTE:** For each course you request, a full course description with proof of law school or graduate credit must be attached.

**I request to take this course at:**

\_\_\_\_\_  
*Name of Law School - or - College and Graduate Program*

**Reason for Request:**

**I understand that:**

- ▶ I must supply the College of Law with the course description(s) before action will be taken on this request;
- ▶ Only the credit transfers, not the grade, and I must receive a grade of "C" or better for the credit to transfer;
- ▶ The College of Law accepts credit hours from other law schools as classroom or non-classroom credit, depending on the description of the course;
- ▶ Credit hours accepted from non-law school programs are always non-classroom credit hours, unless they are joint degree credits;
- ▶ No more than eight credit hours from other law and/or graduate programs may be used to satisfy J.D. requirements;
- ▶ If the course offers quarter hours, the credits will be converted to semesters as follows: (3, 4, and 5 quarter credits = 2 semester credits; 6, 7, and 8 quarter credits = 4 semester credits);
- ▶ The College Registrar has my permission to arrange for an official transcript to be sent to the College of Law following completion of the course(s);
- ▶ The courses I am requesting credit for are not online or undergraduate courses.

**Student Signature and Date:** \_\_\_\_\_

**Associate Dean Signature and Date:** \_\_\_\_\_