

Enrollment for Non-Law Graduate Students

Consult with the Law School professor to make sure that it is advisable and appropriate to enroll in the course.

Complete an external enrollment request form for each law class you wish to take. This form provides a record of requests and it also provides automatic email notifications when requests have been approved or rejected.

Points to note:

- The Law School's [Academic Calendar](#), final exam period, and grading deadlines are different from the rest of the University.
- Grades for most Law School courses are determined by the final exam. Therefore, all students must be available to take the final exam at its scheduled time. Non-law students will be held to the same rules for scheduling special exams as Law School students. View the exam schedule and learn more about taking Law School exams [here](#).
- Law School professors have 3 weeks after the last day of the Law School's final exam period to submit their final grades and it could take up to 1 week after that for students to receive their grades. Students who are planning to graduate should reconsider taking a law class in their final term, as special arrangements for early grades are rarely made and degree awarding can be delayed.
- Grade Curves: Law School courses that have 30 or more students enrolled in them are required to stay within a target mean GPA.
- Most Law School courses are eligible for pass/fail (Satisfactory/Unsatisfactory - SUS) election by non-law graduate students. The required steps are outlined at the end of this document.
- Credit received for a Law School course can never be used toward a law degree from the University of Michigan Law School.
- The Law School's term [class schedules](#) include footnotes with supplemental information about specific law classes.
- When you have received confirmation from the professor stating their enrollment approval (contingent on seat availability), forward to lawrecords@umich.edu.
 - [Request Enrollment](#)

- Non-law graduate students are not permitted to take or audit first-year required Law courses (e.g., 510 Civil Procedure; 520 Contracts; 530 Criminal Law; 540 Intro to Constitutional Law; 580 Torts; 593 Legal Practice Skills I; 594 Legal Practice Skills II; and 598 Legal Practice: Writing & Analysis).
- Undergraduate students are not eligible to enroll in Law School classes.

Once We Receive Your Request Form

External Enrollment request forms that non-law graduate students complete are reviewed during the Law School's Drop/Add period [in January, for the Winter Term // in August, for the Fall Term]. Students will receive the decision via email.

- For upper class courses or seminars (not first-year required courses, practice simulations, or clinics) that have plenty of seats available, the External Enrollment Form will be approved. You will receive a "class permission" email with an enrollment deadline.
- If the number of seats in a course is very limited, the request will be rejected as Law School students cannot be shut out during the Law School's Drop/Add period. If seats are still available at the beginning of the term, non-law students can reapply to take the course.
- Law professors have the discretion to allow non-law graduate students to audit upper-class (but not first-year required) Law School classes on a formal (enrolled) "Audit" or "VI" basis (or informal basis providing there is a seat in the class). (This does not apply to law students as they cannot audit Law School classes.)
- The Law School's Drop/Add period after the start of classes is nine days long and it often ends earlier than the University's Drop/Add period. External Enrollment requests which are submitted after the Law School's Drop/Add period ends will be reviewed, but are not likely to be approved.

Exceptions For Seminars

- If a non-law graduate student requests a seminar that is not full/closed and there are no Law School students on the waitlist, the Office of Student Records will contact the professor for an enrollment decision.
- If the seminar is full/closed and there are Law School students on the waitlist, the non-law graduate student request will be rejected. The non-law graduate student can reapply at the beginning of the term.
- If a seminar is full/closed but the room's maximum seating capacity has not been reached and the professor wants to take a particular non-law graduate student as an additional student (up to an enrollment maximum of 20 for a seminar), the professor must email (lawrecords@umich.edu) so that the student's external enrollment form can be processed.

Law School Grading

Final Exams

Final grades for many, but not all, Law School courses are determined by a final exam. The Law School's final exam period is usually different than the rest of the university. Therefore, students must make arrangements to be available to take the final exam at its scheduled time. Therefore, before enrolling in a Law School course, note the day/time of the final exam.

Non-law students will be held to the same rules for scheduling special exams as Law School students. No special exceptions will be made.

[Exams](#)

Grade Curves

Law School courses that have 30 or more students enrolled in them are required to stay within a target mean GPA.

For more information, speak with an administrator in the Law School's Office of Student Records (lawrecords@umich.edu).

Grading Deadline

Law School professors have **4 weeks** after the last day of the Law School's final exam period to submit their final grades. Note that this is the professors' grading deadline – students can expect to receive their grades **no later than 6-weeks** after the last day of the Law School's final exam period.

Non-law graduate students who are graduating or require their grades earlier than this deadline should reconsider enrolling in a Law School course. If the Law School course is crucial to your program, speak to an administrator in the Law School's Office of Student Records before enrolling in the course.

Be aware that your home department/school may need your final grades before the Law School's grade posting deadline. As a result, taking a Law School class in your final term could delay the date that your degree is awarded.

Taking Law School Classes as Pass/Fail

A non-law graduate student may add the Satisfactory/Unsatisfactory (SUS) "modifier" to their enrollment in an eligible Law School class. However, there may be restrictions on modifiers and specific grades may be required, so check with an academic adviser in your home department/school before starting the process.

- Fill out a university course election form in the Law School's Office of Student Records (300 Hutchins Hall). A Law School administrator must review and sign the form.
- Take the form (signed by a Law School administrator) to an adviser in your home department/school for an administrator's review and signature.
- Take the completed form (with administrator signatures from the Law School and your home department/school) to the University Registrar's Office (Wolverine Services-Central Campus, 2200 Student Activities Building) for processing.

Deadline

The last day of classes for the University. However, we suggest that all students check with their home department/school in case they have an earlier deadline.