University of Connecticut School of Law
Office of the Associate Dean
55 Elizabeth Street
Hartford, Connecticut 06105
860/570-5130
860/570-5128 (fax)

Change of Division

With the written approval of the associate dean, a student, after completing the first year of the J.D. program, may request to change divisions**. Transfer Students to the University of Connecticut School of Law may request to change divisions only after one year of study in the division to which they were admitted upon transfer.** Students should consult the student handbook for further explanation. Questions should be addressed to the Associate Dean for Finance and Administration.

STUDENTS TRANSFERRING FROM A PART TIME (4 YEAR PROGRAM) TO THE THREE YEAR DAY PROGRAM MUST COMPLETE SUMMER TERM(S), OTHER SUMMER COURSES, OR ADDITIONAL SEMESTER(S) IN ORDER TO SATISFY THE RESIDENCY REQUIREMENT. A MINIMUM OF 6 CREDITS OF SUMMER WORK IS REQUIRED. 86 CREDITS AND 100% RESIDENCY ARE REQUIRED FOR GRADUATION.

PLEASE PRINT:

_____
Last Name First Middle

_____
Social Security Number (Optional)

_____
Student Signature – **REQUIRED**
ABA policy dictates that students taking a full time credit load may work no more than 20 hours per week. Thus, it is construed that by the student's signature, that he/she is not working beyond this limit.

_____
Student Admin ID Number (Current Students Only)

Has all of your law study been at the University of Connecticut School of Law? ____ Yes ____ No
If no, what semester did you begin study at UConn Law: _____
Semester and Year

Division Transfer Effective Semester Date Beginning (fill in year):

Fall _____ Spring _____ Summer _____

Current Year/Division:

___ 1 ___ 3 Year Day Division
___ 2 ___ 4 Year Day Division
___ 3 ___ 4 Year Evening Division
___ 4

Year/Division Transferring To:

___ 1 ___ 3 Year Day Division
___ 2 ___ 4 Year Day Division
___ 3 ___ 4 Year Evening Division
___ 4

SIGNATURES:

_____ _____ Approve Request ____Oppose Request
Associate Dean for Finance and Administration or Designee / Date

Distribution:
Office of the Registrar
Office of External Relations
Office of Student Finance

For Office Use Only:

_____ _____ _____
Processor's Initials Date Received Date Processed