



Santa Clara School of Law

VISITING AWAY REQUEST FORM

Name:

Campus ID:

Permanent Address:

Year:

1L 2L 3L 4L LLM

SCU e-mail Address:

Phone:

REASON FOR REQUEST

Students who have loans/scholarships must meet with a Law Financial Aid advisor prior to submitting the form to Law Student Services.

- ☐ Met with a Law Financial Aid Advisor on: _____
☐ N/A

International students on an F-1/J-1 visa must meet with an International Student Services advisor prior to submitting the form to Law Student Services.

- ☐ Met with an ISS Advisor on: _____
☐ N/A

Semester you will be visiting away	
Semester you will return	
Law School	
Number of units	
Courses (attach course descriptions or url)	

With prior approval from the senior assistant dean for student services, a limited number of students who have successfully completed the first year of study at the School of Law may visit away at another ABA-accredited law school, including in semester-abroad programs offered by such schools. Notwithstanding such a visit, students must still successfully complete 56 units of credit toward the J.D. degree in courses offered at the School of Law.

Approval of such a visit is given to students demonstrating serious and unforeseen hardship, including but not limited to medical emergency, unexpected relocation of a family member or life partner, or severe financial difficulty. The dean may deny any other request for a visit based upon educational, fiscal, or operational concerns of the School of Law.

To obtain approval, students must submit a [Visiting Away Request Form](#) to the senior assistant dean for student services identifying the school at which the student desires to visit, the student's proposed course of study, the unit value of the course of study, the dates of the visit, the student's reason for seeking approval, and any other information the dean deems necessary or appropriate. In deciding whether to grant or deny a petition, the senior assistant dean for student services may also consider the student's academic record. The senior assistant dean may also impose appropriate conditions on the visit (e.g., a "required" course may not be taken, or certain courses must be taken at the School of Law upon completion of the visit).

With prior approval from the senior assistant dean for student services, students may enroll in a course at another law school that would be UP-point eligible at the School of Law. Such students may receive UP credit for this course work so long as they have taken a course geared towards upper-division students and received a C+ or higher. Students may not receive UP credit for a course, even if it is categorized as UP-eligible, if it was taken as part of the first-year curriculum at the other law school.

Students will receive credit toward the 86 units needed for graduation for courses completed during a visit elsewhere only if the School of Law receives an official transcript from the other law school reflecting a grade of C or better in a graded course A letter grade of C or better will be reflected as "credit" on the Santa Clara University transcript. Students visiting away during their last semester must ensure that official transcripts are submitted to the Student Services Office as soon as possible to ensure that the J.D. degree is posted in time to certify the student for the bar exam.

Students must pay the tuition charged by the other law school to that school.

I have read the entire policy regarding Visiting Away in the law school bulletin <https://law.scu.edu/student-services/school-of-law-student-bulletin/> and will comply.

Student Signature:

Date:

Approval Signature:

Date: