SECTION IV: UPPER CLASS COURSES WITH A “PAPER OPTION” (FOOTNOTES #18 and #19)

J.D. STUDENTS

All students are enrolled in the upper class course exam section (001). The student **must** receive permission from the professor **before** they can request enrollment in the “paper option” section (002). **EXCEPTION--Fall Starters who take the upper class course as their first-year elective have no choice and must take the exam!** For those students who do qualify, the paper option fulfills the law upper-level writing requirement (LUWR) for JD students and the research requirement for LLM students.

If you have received permission from the professor and are **not** a Fall Starter enrolled in a first-year elective, you may request enrollment in the paper option section (002) by sending an e-mail to LawCurriculumCoordinator@umich.edu and make “Paper Option” the subject line. This request **must** be made no later than--**mid March for the Winter Term and mid November for the Fall term**--unless an earlier deadline has been established by the professor. The e-mail should contain the following information:

- Your FULL name (no nicknames)
- Your STUDENT ID number (listed on your U of M ID card)
- Professor’s FULL name (remember, we have many professors with the same last name, and even the same first initial in one case)
- 3-digit course number
- Course title
- 5-digit class number of the section to *drop* (the section in which you are enrolled)
- 5-digit class number of the section to *add* (the section displaying footnote #4)
- Term in which you are making the section change

In order to keep track of enrollment throughout the Drop/Add period, it is necessary for all students to remain enrolled in section 001 until the Drop/Add period is over. Paper Option (section 002) requests received before or during the Drop/Add period will be processed *after* the last day of the Drop/Add period.

**RACKHAM STUDENTS**

Rackham students **must** follow the e-mail instructions above so the curriculum coordinator can add an electronic permission into the M-Pathways system. Next, the student visits their department advisor and completes an *Election Worksheet* (drop/add form) to cover the above listed course swap. The advisor **must** approve the course swap (signature on the form). Once that is finished, the student can take the election worksheet to the University Office of the Registrar with photo I.D. and have it processed.

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