

## University of Michigan Law School

### FALL 2020 DROP/ADD PROCEDURES FOR LATE STARTING LAW CLASSES AND U-M NON-LAW CLASSES

The Law School's Fall 2020 Drop/Add period ends Tuesday, September 8 at 11:59 p.m. Below is a list of late starting law classes and procedures to drop/add classes after September 8.

#### Late Starting LAW Classes:

##### September

- LAW 849 Pro Bono and BigLaw (Professors DeVaney and Sussman) – starts Tuesday, September 8 (*drop/add deadline is Thursday, [September 10](#)*).\*
- LAW 410 Clean Energy & Climate Chg Law (Professor Learner) “Prof Pick” – starts Friday, September 11 (*drop/add deadline is Tuesday, [September 15](#)*).\*

\*To Drop/Add a late starting Law class with an extended deadline, on or before the drop/add deadline for the class, email the Office of Student Records [lawrecords@umich.edu](mailto:lawrecords@umich.edu) for assistance to process the request. Drop/Add requests for late starting Law classes with extended deadlines are submitted via email (up until the drop/add deadline for the class passes) – do not submit a Late Drop/Add Request in Wolverine Access unless the drop/add deadline for the class has passed.

IMPORTANT--Students who fail to attend the first class meeting of a seminar or practice simulation without making *prior* arrangements with the professor for an excused absence will have their name removed from the class roster or forfeit their enrollment opportunity from the waitlist.

In Fall 2020, **waitlisted** students may attend on the first day *remotely only* (not in person). To attend remotely, contact the professor to obtain the Zoom/BlueJeans link for the class.

#### Late Drop/Add:

##### **Law classes (after the drop/add deadline has passed):**

If you decide to drop a class during the Law School's drop/add period (through September 8), you can process the drop yourself in Wolverine Access. **After** September 8, you can still request to drop a class in Wolverine Access, but you will select “Late Drop” and your request will go through a series of approvals (from the professor, an adviser in the Law School's Office of Student Life, and the Law School's Office of Student Records) before the drop is processed. “Late Drop” begins September 9. It is advised that you consult with the [Office of Student Life](#) (316 Hutchins Hall) – Assistant Dean for Student Life Lindsey Stetson, Assistant Dean for Student Services Kimberly D’Haene or Associate Director Vivi Hernandez – before submitting a “Late Drop” request in Wolverine Access.

There is a similar “Late Add” process in Wolverine Access (requiring approvals) to request to add a class **after** the Law School's drop/add period has ended. “Late Add” begins September 9.

**NOTES**— (1) The minimum amount of credits to maintain full-time status at the Law School is 10 credits.

(2) The Late Drop/Add process in Wolverine Access is only necessary for requests that are actually “late” (i.e., the drop/add deadline for the Law class has passed); if it is after September 8 but the drop/add deadline for the class has not yet passed, submit a request via email to the Office of Student Records [lawrecords@umich.edu](mailto:lawrecords@umich.edu).

## University of Michigan non-law classes:

The University's Drop/Add deadlines for non-law classes are as follows:

Monday, September 14: Drop/Add Deadline for 1<sup>st</sup> 7 week session classes.

Monday, September 21: Drop/Add Deadline for full term classes.

Monday, November 7: Drop/Add Deadline for 2<sup>nd</sup> 7 week session classes.

**If it is *on or before* the deadline for the non-law class**, try to process the registration in Wolverine Access. If the "Request for Late Drop" or "Request for Late Add" button displays (or if you receive an error message), please contact the Office of Student Records [lawrecords@umich.edu](mailto:lawrecords@umich.edu) for assistance to process the request.

**If it is *after* the deadline for the non-law class**, submit a "Request for Late Drop" or "Request for Late Add" in Wolverine Access from your Student Center *Backpack/Registration* page (under the Drop tab or Add tab, as appropriate).

Direct link for Late ADD: <https://csprod.dsc.umich.edu/services/LateAdd>

Direct link for Late DROP: <https://csprod.dsc.umich.edu/services/LateDrop>

(The direct links take you to the appropriate function on your Student Center *Backpack Registration* page.)

**If ADDING a non-law class**, at least a few days prior to the deadline, complete and submit an online *External Enrollment Form* (found on the Law School's "Office of Student Records" website under "Registration" then "External Enrollment") to request approval for credit for the non-law class toward your law degree. The link is:

<https://eelawstudent.law.umich.edu>

An adviser in the Office of Student Life will review your request and render their decision by email.

Some schools/departments (such as the Business School) require you to contact them for permission to add one of their classes. If granted, they will enter a Class Permission (electronic override) for you into Wolverine Access with a specific expiration date.

**NOTE**—A default grading basis of NDC (Not for Degree Credit) is automatically assigned for non-law classes. The NDC will remain on the transcript until the Law School reviews the final grade and removes the NDC indicator. In order to receive Law School credit, all non-law course grades must be the equivalent of a B- (minus) or better. Removing the NDC is a manual process that typically takes place after the Law School's grading period. If the credit is needed earlier, contact the Law School's [Office of Student Records](#) (416 Hutchins Hall) [lawrecords@umich.edu](mailto:lawrecords@umich.edu).