

VISITING OR STUDY ABROAD REQUEST FORM

Students must complete and submit this form to the Registrar's Office

BARRY ID#: _____

LAST NAME: _____ FIRST NAME: _____

BARRY EMAIL: _____ CELL PHONE #: _____

DIVISION: __ Full-time __ Part-time CURRENT STATUS: __ 2L __ 3L __ 4L __ Last Term

TERM YOU WISH TO VISIT ANOTHER SCHOOL: __ Fall __ Spring __ Summer YEAR: _____

I REQUEST TO: Visit another ABA Approved Law School in the U.S. during the academic year.

Study Abroad with Barry Law School during the summer semester.

Request to Visit or Study Abroad:

A student may request to visit another ABA approved Law School. Visiting status may also be approved if the student shows that substantial hardship will result if the visiting status is not granted. Attending another school closer to home or with less expensive tuition does not constitute a substantial hardship. Visiting status for more than one semester is only granted in extraordinary circumstances, such as reuniting spouses following an involuntary military assignment of the spouse. Students will not be approved to visit during their last semester.

Students must meet all requirements listed below:

- A student must be in good standing and have a minimum cumulative GPA of 2.25 to visit at another law school.
- The Senior Associate Dean for Academic Affairs must pre-approve the courses to be taken in advance. (Credits from any visit which was not approved by the School of Law shall not be accepted). Exception if student is participating in Barry Study Abroad program.
- Required Courses given at Barry University School of Law may not be taken at another law school.
- The request for visiting status for one semester during the regular academic year at another law school may be possible if the student has a special interest in taking a concentration of courses in a particular area of legal specialization not offered at the School of Law.
- Course Loads while visiting at another law school may not exceed the maximum course load of 6 – 12 credits for part-time or 13-16 credits for full-time students. Summer courseloads can be no greater than eight (8) credit hours.
- Tuition and fees are the student's responsibility and must be paid to the school which is subject to the visit. Although loans will be available, a student's Law School scholarship support will not be available. Students should speak with the Office of Student Financial Services about all loan and scholarship issues.
- Students who have received permission to visit at another law school will have their enrollment reflected on the Student Portal. To expedite financial aid and other processes, students will be enrolled in a non-billed course. Once an official transcript from the other law school arrives and is processed, students will be dropped from the non-billed course.
- Students are advised that if their cumulative GPA falls below 2.00 before or during their visit at another law school, they will be subject to the probation and dismissal rules established in the current Student Handbook and that permission to visit at another law school may be rescinded retroactively. There may also be financial penalties.
- All grades received from other law schools relating to work performed by visiting students from this School of Law will be reported as Courses transferring from another law school and will be shown only as "total credits accepted." The credits will not be computed in the student's GPA. The School of Law will transfer only those credits for which courses were completed with a grade of C or higher.

Required Documentation Needed with this Request Form: **Your request will not be accepted without required documents.*

1. Completed Visiting Request Form
2. ABA approval documentation and course descriptions. (usually found on school’s website).
3. Total number of credits you are requesting to take.
4. An attachment that clearly lists course titles, number of credits for each course you are requesting to take.

*If you need additional documents, such as a Letter of Good Standing, you must submit a Document Request form to the Registrar Office.

*Official Transcripts must be ordered thru Parchment at <https://www.parchment.com/u/registration/20199991/institution>

Name of Law School: _____

Address of Law School: _____

Phone Number: _____

School Website Address: _____

Student Acknowledgement:

I hereby give Barry University the authorization to enroll me to the appropriate visiting student course. By signing below, I adhere to all rules and guidelines provided above and stated in the Student Handbook. I also understand if I opt not to visit the approved school, I will notify the Registrar’s Office and inform the office of my decision to drop the course(s).

Student Signature: _____ Date: _____

OFFICIAL USE ONLY:

APPROVED

NOT APPROVED (Reason: _____)

Senior Associate Dean for Academic Affairs

Date