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## PERMISSION FOR A NON-LAW STUDENT TO REGISTER IN A LAW COURSE ACADEMIC YEAR 2020-2021

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The Juris Doctor (J.D.) program is designed to allow law students to advance from compulsory, “building-block,” courses in first year to more advanced courses in upper years. Space may be available for qualified non-law students to take upper year courses (300- and 400-level courses). You are considered a non-law student if you are not currently enrolled as a law student in the Peter A. Allard School of Law.

***Before you complete this form, please note:***

**1. NCA (National Committee on Accreditation)**

If you hold a law degree from a foreign jurisdiction and are applying to take law courses to satisfy NCA (National Committee on Accreditation) requirements, contact the Director, Graduate Certificate and Professional Programs by e-mail at [graduates@allard.ubc.ca](mailto:graduates@allard.ubc.ca). **Do not complete this form.**

**2. Current UBC Undergraduate and Graduate Students**

Unless the law course that you choose is relevant to your degree, it is unlikely that your request to register in a law course (credit/audit) will be approved. Your Advisor’s signature is required on this form to ensure that the course requested is relevant to your degree.

To determine your eligibility for a law course, it may be necessary to view your UBC academic record. By completing and submitting this form, you are allowing UBC Law to access your UBC academic record.

**3. Students on Exchange at UBC**

If you are studying in UBC as an Exchange student, you are not eligible. **Do not complete this form.**

**4. Unclassified Admission Category**

If you are not a current UBC student and are interested in applying to take one or two law courses for interest or career enhancement, then contact UBC Enrolment Services by phone at (604) 822-9836 or [online](#) and apply for admission under their “Unclassified” category. Before you complete this form, you must already be a UBC “Unclassified” student for the current academic year with an active student number.

**5. A non-law student cannot apply to take:**

- a) first-year law courses (200-level courses)
- b) UBC Law compulsory courses (Law 300 Jurisprudence and Critical Perspectives, Law 372 Administrative Law, Law 459 Business Organizations, Law 468 Ethics and Professionalism)
- c) summer term courses
- d) Clinics and Externships
- e) courses in the Distance Learning Program
- f) 500- and 600-level courses including courses in the LLM Master of Laws, LLM CL Master of Laws (Common Law) and LLMT Master of Laws (Taxation) programs

**6. Registration in a law course for a non-law student is subject to the approval of the UBC Law Associate Dean, Academic Affairs, followed by the approval of the course instructor and only if there is seat availability. The Associate Dean reviews all fall term applications in mid-August and all spring term applications in mid-December. Applicants are notified of the Associate Dean and instructors’ decisions in late August for fall term applications and in late December for spring term applications.**

**7. Registration priority is given to currently enrolled law students and there may be no room in certain courses for non-law students. If your application is approved, your registration in a law course is subject to seat availability and cannot be confirmed until the first day of the term in which the class is held.**

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COURSE ACADEMIC YEAR 2020-2021**

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**Section 1: All applicants must complete this section.**

Date: \_\_\_\_\_ Name: \_\_\_\_\_

UBC Student #: \_\_\_\_\_ E-mail: \_\_\_\_\_ Telephone #: \_\_\_\_\_

A non-law student is allowed to apply for a maximum of **two** courses in one academic year (fall and spring terms combined). Please list the course(s) you are applying for:

Course Number & Section	Course Name	Instructor's Name	Term (Fall or Spring)	For Credit (check <input type="checkbox"/> below)	Audit Only (check <input type="checkbox"/> below)

Attach a separate page and briefly indicate (i) your reasons for taking the course and (ii) why you feel academically prepared to take the course.

**Section 2: Complete this section if you are a UBC Undergraduate or Graduate Student.**

Faculty/Department: \_\_\_\_\_ Year of Study: \_\_\_\_\_

Advisor's Name & Signature of Approval: \_\_\_\_\_/\_\_\_\_\_

**Section 3: Complete this section if you are a UBC Unclassified Student.**

Degree(s) Obtained: \_\_\_\_\_

Occupation: \_\_\_\_\_

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**Completed application must be received by the Peter A. Allard School of Law no later than:  
August 4, 2020 – Fall Term Courses  
November 27, 2020 – Spring Term Courses**

Place your completed application in the lockbox in the Student Services Waiting Area in Allard 148. Or, send your completed application in PDF by e-mail to [payette@allard.ubc.ca](mailto:payette@allard.ubc.ca).

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**For Office Use Only:**

Approved: \_\_\_\_\_ Approved Subject to Instructor's Approval: \_\_\_\_\_ Not Approved: \_\_\_\_\_  
UBC Law Associate Dean's Signature: \_\_\_\_\_ Date: \_\_\_\_\_