

**J.D. PART-TIME STUDENT REQUEST TO TAKE ADDITIONAL CREDITS IN HIS/HER FINAL SEMESTER WITHOUT TUITION CHARGE**

Graduating part-time J.D. students in their final semester who have been matriculated at Georgetown Law over four academic years may request permission from the Registrar or an Academic Advisor to enroll in more credits than the student needs to graduate, up to the 11-credit per semester limit, at no additional charge for the extra credits.

NOTE: It is the student's responsibility to ensure that registration in additional credits meets with any employment or financial aid restrictions/requirements. Federal loans require enrollment in at least 6 credits per semester.

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Name \_\_\_\_\_

GOCard # \_\_\_\_\_ (required)

Phone # Home (\_\_\_\_) \_\_\_\_\_ Business (\_\_\_\_) \_\_\_\_\_

E-mail \_\_\_\_\_

\_\_\_\_\_ Date

To the Office of the Registrar:

I am requesting permission to take additional credits, beyond those required to complete my degree requirements, at no additional tuition charge, in my final semester.

- I need \_\_\_\_\_ credits to meet my degree requirements.
- My expected date of graduation is \_\_\_\_\_.
- The additional course(s) I would like to take is(are) \_\_\_\_\_ for a total of \_\_\_\_\_ credits.
- The total number of credits in which I will be registered in my final semester is \_\_\_\_\_.

Signature \_\_\_\_\_

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Your completed form must be submitted, by 5:00 pm on Wednesday, September 7, to:

Office of the Registrar  
Georgetown University Law Center  
600 New Jersey Avenue, NW  
315 McDonough Hall  
Washington, DC 20001  
Fax: (202) 662-9235 ♦ Ph: (202) 662-9220

For Registrar's Office use only:

- 1) Student needs \_\_\_\_\_ credits to complete degree requirements at the end of the \_\_\_\_\_ semester.
- 2) Offices of Student Accounts and Financial Aid notified by email on \_\_\_\_\_(date).