



**Conversion Between Part-Time and Full-Time J.D. Programs
(For J.D. students who enter in or after Fall 2015)**

Students in the full-time program may apply for a one-time conversion to the part-time program only after 28 credits have been attempted and before the start of their second Spring semester. Once students elect to convert to the part-time program, they are not permitted to convert back to full-time.

Students in the part-time program may apply for a one-time conversion to the full-time program after 28 credits have been attempted. Once students elect to convert to the full-time program, they are not permitted to convert back to part-time.

Exception: For purposes of the *Autumn in London Program*, students will be treated as full-time. This is not considered a student-elected conversion as the students will convert back to part-time once the program is completed. However, if students request to remain full-time, that will qualify as the one-time conversion.

Requests to convert from one program to the other (full-time to part-time or part-time to full-time) will be considered by the Associate Dean for Academic Affairs. In making such a determination, the Associate Dean for Academic Affairs may consider factors that include but are not limited to the following: Further Required Curriculum, Academic Probation; student's cumulative grade point average; trend in the student's semester averages; documented medical reasons; the student's other commitments, such as co-curricular and extra-curricular activities; and other factors indicative of the student's ability to succeed academically.

The Associate Dean for Academic Affairs may make exceptions to these restrictions under extraordinary circumstances.

Approved by the faculty on October 15, 2008. This policy is effective beginning with students entering in the Fall of 2009. The policy was revised and approved by the faculty on March 4, 2016. This policy is effective for students entering in the Fall of 2015.