



EDUCATING THE COMPLETE LAWYER

**PERMISSION TO TAKE A COURSE AS PASS/NO PASS  
ELECTIVE COURSES ONLY**

- Complete and submit form to [lawregistrar@udmercy.edu](mailto:lawregistrar@udmercy.edu)
- Processing requires 2 business days
- If your request is **approved**, the grade mode will indicate 'Pass/No Pass' for the course on your class schedule in Self-Service – Student
- If your request is **denied**, you will be notified via email

| <b>T</b>                 |
|--------------------------|
| <b>Student Name</b>      |
| <b>Student ID Number</b> |

**First Term Attended Detroit Mercy Law**

|              |                                 |                      |                  |  |
|--------------|---------------------------------|----------------------|------------------|--|
| <b>Term:</b> | <input type="checkbox"/> Fall   | <b>Year: 20</b> ____ | <b>Division:</b> | <input type="checkbox"/> Dual JD                 |
|              | <input type="checkbox"/> Winter |                      |                  | <input type="checkbox"/> Full-time (American JD) |
|              | <input type="checkbox"/> Summer |                      |                  | <input type="checkbox"/> Part-time (American JD) |
|              |                                 |                      |                  | <input type="checkbox"/> Extended (American JD)  |

**I elect to use my pass/no pass option for the following elective course:**

| <b>CRN</b> | <b>Title</b> | <b>Professor</b> | <b>Credits</b> |
|------------|--------------|------------------|----------------|
|------------|--------------|------------------|----------------|

**I certify that I am eligible to use this pass/no pass option. I comply with all of the following conditions:**

1. To date, I have completed at least **30** law school credit hours;
2. Exercising this option does not exceed my **6** credit hour limit for elective courses (**1** elective course in any given semester) of optional pass/no pass credits;
3. Exercising this option does not exceed my **11** credit hour limit, during my law school career, of optional and mandated (e.g., Law Review, Moot Court, Externship, etc.) pass/no pass credits (Introduction to Legal Research & Communication and Critical Legal Skills are exempt from this policy);
4. I understand I may **not** revoke my intention to take the aforementioned course pass/no pass after the last day of classes or the day before the exam is administered, whichever comes first;
5. The requested course does not fulfill a graduation requirement.

| <b>Student Signature (required for processing)</b> | <b>Date</b> |
|--|-------------|
|--|-------------|

**For office use only**

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_ Student Notified: ☐ Yes ☐ No