



Office of the Registrar/Student Records
Room 2027
(919)613-7027
Registrar_Office@law.duke.edu

PERMISSION TO DROP/ADD DUKE LAW COURSE
(for use by Duke Law Students after end of Drop/Add Period)

Student (print name): _____

Law ID #: _____ Semester (circle and complete): Fall / Spring 20_____

Per Law School Rule 3.10, permission to drop or add a course after the official Drop/Add Period (seven days after the 1st day of classes) has ended is granted only under extenuating circumstances. Please explain in the space provided:

ALL CLASSES DROPPED AFTER THE 7TH WEEK OF THE SEMESTER WILL RESULT IN EITHER A “WP” (WITHDRAWN PASSING) OR A “WF” (WITHDRAWN FAILING) NOTATION ON THE STUDENT’S TRANSCRIPT.

Drop/Add	Course No.	Hours	Course Title	Instructor’s Name

NOTE: If you are adding *and* dropping a course, the signatures of the instructors of BOTH classes are required.

Signature of Instructor(s) (required)

Date

Signature of Associate or Assistant Dean of Student Affairs
(required)

Date

After obtaining the proper signatures, please return this form to the Law School Registrar’s Office, Room 2027.