



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): _____

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ALL CLASSES DROPPED AFTER THE 7TH WEEK OF THE SEMESTER WILL RESULT IN EITHER A “WP” (WITHDRAWN PASSING) OR A “WF” (WITHDRAWN FAILING) NOTATION ON THE STUDENT’S TRANSCRIPT.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

Date

I understand that I will not be enrolled in any courses with conflicting meeting patterns:

Student signature

Date

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