

Petition to Matriculate Into Joint Degree Program

Student Name:

Email:

Law School GPA:

Year and Division:

(N/A for first semester)

I request permission to matriculate into the following Joint Degree program:

Juris Doctor/Master of Business Administration

Juris Doctor/Master of Science in Environmental Science and Management

Juris Doctor/Master of Arts in Healthcare Ethics

Juris Doctor/Master of Arts in Philosophy

Juris Doctor/Master of Divinity

By my signature below, I acknowledge that I have read the requirements for the Joint Degree program and the applicable sections of the Law School's Policies and Procedures and that I understand, and agree to, the following (all references below are to the Policies and Procedures):

1. Full-time day students must enroll in a minimum of 10 credits in the Law School in order to satisfy the residency requirement and to graduate on time. Evening and part-time day students must enroll in a minimum of 8 credits.
2. Full-time day students may enroll in a maximum of 18 credits per semester, including credits taken at another graduate school. Evening and part-time day students may enroll in a maximum of 13 credits.
3. Law students are limited to 18 non-classroom credits. Any graduate credits accepted as advanced standing credits and counted toward the J.D. degree will be treated as non-classroom credits.
4. Law students may not matriculate into a joint degree program if they have substantially completed the requirements for the graduate degree. The determination of whether the requirements of the graduate degree have been substantially completed is determined by the Academic Status Committee on a case by case basis.

I hereby certify (choose one of the following):

I have not yet been admitted into the graduate program or, if admitted, have not started taking classes.

I have matriculated into the graduate program and hereby petition to have the Academic Status committee determine whether I am prohibited from matriculating into the joint degree program because I have substantially completed the requirements for the graduate program. I have taken credits to date out of a total of _____ credits. A copy of my transcript for the graduate program is attached.

5. I have, or will, provide the Registrar of the School of Law with the acceptance letter from the graduate program.

6. In order to transfer credits for the joint degree to the School of Law, it is my responsibility to notify the School of Law Registrar when my final grades are posted.
7. It is my responsibility to inform the School of Law Registrar which courses are to be transferred to the School of Law. The School of Law does not accept any core courses for transfer credits.
8. The School of Law will not accept transfer credit for any courses offered by other colleges at Duquesne University unless the Associate Dean for Academic Affairs receives the syllabi of such courses and written certification from the course instructors that the course complies with Standard 310(b), i.e. that for each credit-hour there is one hour of instruction and two hours, or a reasonable approximation thereof, of out-of-class work per week.

Student's signature:

Date:

You may "electronically sign" this petition by typing your name in the signature block, then send the petition to the Associate Dean of Academic Affairs as an attachment to an email sent from your .duq email address. The body of the email must include the following: I hereby submit the attached Petition to Matriculate into Joint Degree

-----To Be Completed by Academic Dean-----

Associate Dean for Academic Affairs Signature

Date

Petition is
approved
denied