

**THE UNIVERSITY OF AKRON SCHOOL OF LAW**  
**REQUEST FOR CHANGE OF CLASSIFICATION**

***Full to Part-Time or Part to Full-Time***

A student may request a change of classification from full to part-time or vice versa. Under normal circumstances, students should apply for a change of classification before or after a semester, not during. Students who have unusual and compelling external circumstances and wish to request change of classification at any other time should submit documentation along with written reasons to the Assistant Dean of Student Affairs for consideration. Repeated changes of classification are discouraged but will be considered.

Once the request form has been completed, please submit to the Assistant Dean of Student Affairs ([lawstudentaffairs@uakron.edu](mailto:lawstudentaffairs@uakron.edu)) for consideration. Before approval is granted, students must meet with the Assistant Dean of Student Affairs to discuss scheduling and to map a plan for graduation. Consideration is given to academic performance, employment obligations (past, present, and future), and other circumstances that could impact the student. If approved, the Office of Law Student Affairs will enter an official classification change to the student's academic record and send notification to the student. As soon as a decision has been made, the Office of Student Affairs will notify the student via Akron e-mail.

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Name: \_\_\_\_\_ ID# \_\_\_\_\_

UA Zips Email: \_\_\_\_\_@ zips.uakron.edu      Cell Phone #: \_\_\_\_\_

Cumulative G.P.A.: \_\_\_\_\_      Current Status: D1    D2    D3    E1    E2    E3    E4

Current Classification:      Full-Time      Part-Time

Change to:      Full-Time      Part-Time

Effective which term:      Fall      Spring      Summer      Year: \_\_\_\_\_

As currently classified, when do you expect to graduate? \_\_\_\_\_

If reclassified, when do you expect to graduate? \_\_\_\_\_

Do you plan to work?      Yes      No      If yes, hours per week: \_\_\_\_\_

Where: \_\_\_\_\_

What occupation: \_\_\_\_\_

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\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date**

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***Please complete page 2.***

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