



## Petition to Enroll in a Law Course at Capital University

Moritz students can pursue enrollment opportunities at Capital University Law School as long as:

1. The request is approved by the Moritz Associate Dean for Academic Affairs.
2. Moritz does not offer the course during the academic year.
3. Capital has space available in the course.

### Steps:

1. Review [Capital's course offerings](#).
2. Contact [Capital](#) to request a syllabus to submit with this petition.
3. Submit the syllabus, along with this petition, to the Associate Dean for Academic Affairs.
4. After receiving approval from the Moritz Associate Dean for Academic Affairs:
  - a. Submit a [Capital Visiting Student Application](#).
  - b. Contact the [Capital Law School Records and Registration](#) office to process your course registration.
5. Upon completion of the course, request an [official Capital transcript](#) be sent electronically to [moritzstudentaffairs@osu.edu](mailto:moritzstudentaffairs@osu.edu).

<b>Student Name</b>	
<b>Name.#</b>	
<b>Capital Course # &amp; Credits</b>	
<b>Semester/Year</b>	

During your time as a law student at Moritz, have you previously taken any courses for credit (law or non-law) outside of Moritz?    Yes    No

I understand that I will receive credit toward my Juris Doctor degree only if I receive a passing grade of “C” or higher. I also understand that the grade I receive in the Capital law course will not be used in computing my Moritz GPA or Cumulative Numerical Average.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

<b>For College Administration Approval ONLY</b>	
_____ Associate Dean for Academic Affairs	_____ Date