



School of Law  
Office of the Registrar

UNIVERSITY OF SAN FRANCISCO SCHOOL OF LAW

CONSORTIUM PETITION FORM

Legal Name: \_\_\_\_\_  
(Print)

ID#: 

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**HOST INSTITUTION COURSE INFORMATION**

CROSS REGISTRATION FOR: \_\_\_\_\_, 20\_\_\_\_  
Semester/Term Year

COURSE LISTING:

Dept.	No.	Course Title	Units

CHECK APPROPRIATE HOST SCHOOL:

- Santa Clara University
- University of California, Berkeley
- University of California, Davis

**POLICIES**

- 1) Only one consortium course is permitted in any semester,
- 2) The course must not substantially duplicate any other already taken for credit,
- 3) Only classroom courses may be taken (internships or clinics are not permitted),
- 4) The course must be taken for a letter (or number) grade, and the student must earn at least a "C" or its numerical equivalent,\*
- 5) The course must be an elective course (**all courses required for the USF degree must be taken at USF**),
- 6) The course cannot be a concurrent offering at USF,
- 7) It is the student's responsibility to ensure that a transcript of work taken at another institution is promptly sent to the USF Law Registrar upon receipt of grade.

*\*The grade earned for the consortium course will not be transferred. The USF transcript will only reflect "credit" or "no credit."*

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

**PROCEDURES & REQUIRED SIGNATURE APPROVALS**

- 1) Submit completed form to USF Law Registrar for pre-approval  
**HOME Official (Registrar or Dean):** \_\_\_\_\_ Date: \_\_\_\_\_
- 2) Take signed form to Host institution for approval.  
**HOST Official (Registrar or Dean):** \_\_\_\_\_ Date: \_\_\_\_\_
- 3) Submit completed form to USF Law Registrar,  
**HOME Official (Registrar or Dean):** Date Recv'd: \_\_\_\_\_ Processed: \_\_\_\_\_ Initials: \_\_\_\_\_
- 4) Order an official transcript from HOST Institution to be mailed directly to the USF Law Registrar's Office upon receipt of grade.