

SOUTHWESTERN

LAW SCHOOL Los Angeles, CA

Switching J.D. Programs

Administrative policy approved July 14, 2025. Effective immediately.

Revision history: Formerly a part of the Academic Policies and Procedures; established as a standalone policy in July 2025; technical edits were made in July 2025.

Related policies: Academic Disqualification, Academic Probation, and Academic Improvement Program Policies; SCALE Program Policies

Scheduled Review Date: May 2027 (Student Services Office)

A. Switching from the Part-Time Program to the Full-Time Program

Students who desire to change their program from part-time to full-time must obtain a cumulative 3.300 GPA. Students must meet with the Student Services Office to discuss eligibility and planning. Students may request to transition from part-time to full-time any time after completing their first year.

B. Switching from the Full-Time Program to the Part-Time Program

Students who desire to change their program from full-time to part-time must meet with the Student Services Office to discuss eligibility and planning. Students may transition from full-time to part-time only if approved by the Associate Dean for Student Services.

C. Switching Between Residential and Online J.D. Programs

Students wishing to change their program from residential to online or from online to residential must meet with the Student Services Office to discuss changing programs. In evaluating the request, the office will consider several factors, including but not limited to whether a viable pathway exists to complete the program, compliance with ABA Standards on distance education, space availability in the desired program, and potential impact on the student's GPA. Students in the Online J.D. Program are not eligible to transfer into a residential program if they have completed 44 or more units through distance education. However, students in the Online J.D. Program who have completed at least 30 credit hours may take elective courses in the residential program without limit.

D. Switching from SCALE to the Day, PLEAS/Part-Time, or Evening Programs

Students enrolled in the SCALE program who wish to switch to Day, PLEAS/Part-Time, or Evening program must first meet with the Student Services Office. Students may not

switch into the SCALE Program from other J.D. programs.

E. Policy Revisions

Southwestern expressly reserves the right to change or modify any aspect of this policy at any time, with or without notice.