

APPROVAL FOR INDIVIDUAL RESEARCH (IR)

NOTICE: This completed form **must** be returned to the SOL Registrar’s Office before the second week of classes. It is the student’s responsibility to thoroughly read the Individual Research (IR) policies in the online UNMSOL Juris Doctorate Program Bulletin and Handbook of Policies at <https://lawschool.unm.edu/academics/common/docs/bulletin-handbook-policies.pdf>

Name: _____ UNM Student ID #: _____
(Please **print legibly**) (9 digits, **print legibly**)

Signature: _____ E-mail: _____@law.unm.edu
(**Handwritten** signature only!) (Please **print legibly**)

Status (check one): () 1L () 2L () 3L IR credits previously approved: _____

Applicable Semester (check one): () Summer () Fall () Spring Year: _____

Description of work and resulting work product: (If additional space is needed, attach a separate page)

Credit Hours (check one): () 1 () 2 () 3 Supervising Faculty: _____
(Print name **legibly**)

Grading: The total number of credit hours of Individual Research that can be taken during law school is six (6). Individual Research is graded on a CR (Credit), C-, D+, D-, F.

Form Processing: The student is completely responsible (start to finish) for the step-by-step processing of this form and the final submission to the law school Registrar’s Office.

Steps:

- 1) Contact a full-time faculty member to request sponsorship/supervision and discuss the proposed topic... in detail including the amount of credit hours, 1, 2, or 3. This may take more than one meeting/discussion.
- 2) Complete this form and submit it to the faculty sponsor for signature.
- 3) Thereafter, submit this form to the Associate Dean for Academic Affairs to obtain the approval and signature.
- 4) After the form is complete and **all** signatures have been obtained, submit this form to the law school Registrar’s Office.
- 5) The Registrar’s Office will assign the professor to an IR section, key in the applicable override code into the student’s account, and notify the student via email of the applicable CRN to register with via their Loboweb account.

Authorization Signatures:

The above proposal meets with my approval, and I agree to supervise the work as described.

Signature: _____ Date: _____
(Faculty Supervisor)

The above proposal meets with my approval for an individual research project.

Signature: _____ Date: _____
(Associate Dean of Academic Affairs)

Submission Instructions: submit the completed form to the UNMSOL Office of the Registrar at:

Email (Preferred): LSRegistrar@law.unm.edu
Drop off: SOL Administrative Suite, Room 2518

NOTE: If you do not have a scanner, print this document, sign it, take a clear photo with your cell phone, and attach it to the email.