

Historically Batten students have chosen electives in the following schools. If interested in a course at a UVA school not listed below, please consult with the Director of Academic Programs. All elective courses outside of Batten, must be approved by the Director of Academic Programs to meet Batten Graduate Elective academic requirements. Complete the Elective Approval Form in [Battenforce](#) for permission to apply an outside course to graduate electives.

SCHOOL	SCHEDULE	PROCEDURE	NOTES
Architecture	Same as Batten	Students may enroll independently through SIS unless restricted (see notes.)	If the course is restricted, contact instructor directly for permission, then forward written approval to Batten Registrar.
Arts & Sciences	Same as Batten	Students may enroll independently through SIS unless restricted (see notes.)	If the course is restricted, contact instructor directly for permission, then forward written approval to Batten Registrar.
Business (Darden)	Special	Student completes the “Non-Darden Student Registration Request Form” [Request form from Batten Registrar or from Darden Registrar .] You must have instructor approval either via signature directly on the form or by forwarding a copy of an instructor approval email with your submitted form. NOTE- no need to complete a separate Course Action Form for Batten. Email completed “Non-Darden Student” form to Darden Registrar and copy the Batten Registrar . With instructor approval, Batten student may attend the course from the start of classes, however, the Darden Registrar will confirm after the Darden add/drop period whether the course has capacity before enrolling the student.	Best real-time course information is on Darden’s Course Directory . Be careful to select the correct Quarter (Quarters 1&2 are in the fall, Quarters 3&4 are in the spring) Most courses count for 1.5 credits; two Darden courses are required to count as a Batten elective. Consider travel time across Grounds when choosing courses.
Commerce (McIntire)	Same as Batten	Contact Director of Academic Operations or Commerce Registrar for approval.	Most courses are restricted to Commerce students only.
Education and Human Development	Same as Batten	Students may enroll independently through SIS unless restricted (see notes.)	Education and Human Development students have first priority in courses. If enrollment

			exceeds capacity, non-Education students are not guaranteed a slot. Batten students are encouraged to contact the instructor when they register to be sure there is room.
Law	Special	See Law School information page for link to Non-Law Student Course Enrollment Request Form, instructions, and deadlines. Requires approval from the instructor prior to submitting the form. Request forms are processed on a first-come, first served basis after the Law School add/drop period ends. Once enrollment is approved, deliver paperwork to Batten Registrar	Enrollment not permitted in required 1 st year law courses. Remember to consider travel time across Grounds when choosing courses. All Law courses are graded to a B+ mean (3.3). Fall grades may be submitted as late as February 15th. Spring grades may be submitted as late as June 15th. The Law School's attendance policy requires attendance at a minimum of 80% of class sessions unless the instructor establishes a stricter requirement. Enrollment in a Law course for credit or audit is on a space available basis, with the instructor's permission, after the add/drop period has ended. Courses taken for credit or audit do not fulfill MPP degree requirements (those must be taken for a grade).
Medicine – Public Health Sciences	Same as Batten	Contact Batten Registrar or Public Health Sciences Enrollment Coordinator with course information.	Public Health students have priority in PHS courses. Public Health Sciences Enrollment Coordinator will facilitate instructor approval.