

Transfer Student 2009–2010 Registration Supplement

This Transfer Student Registration Supplement should be read in conjunction with but not in place of the *Year-Long Registration Guide* and the *J.D. Academic Regulations & Requirements Guide*.

You will find references at times to the appropriate program or office for permission or assistance:

- Office of Academic Services—J.D. students
- Office of Graduate Affairs—L.M./Exchange/J.S.D. students

REQUIREMENTS FOR JURIS DOCTOR DEGREE

A student may transfer a maximum of 30 credits from their first law school. A statement of transfer credits will be prepared and distributed to you at the August 13 orientation session to assist you in registering for 2009-2010 classes. Please read the *J.D. Academic Regulations & Requirements Guide*, found online at:

http://www.law.nyu.edu/ecm_dlv1/groups/public/@nyu_law_website_registration/documents/documents/ecm_pro_062117.pdf

Before registering for 2009-2010 classes, you should familiarize yourself with all the J.D. requirements described in this guide. Policies and procedures contained in this guide may not be waived by individual faculty members, but if at all only by the Vice Dean and Assistant Dean for Academic Services and Registration and only for compelling reasons. You should also review the Student Handbook:

<http://www.law.nyu.edu/students/studentaffairs/publicationsandresources/studenthandbook/index.htm>

All transfer students will be registered for The Administrative and Regulatory State in fall 2009 (see the Schedule of Classes for details). If you have taken an equivalent course at your former institution, you may be exempted from this requirement; submit a syllabus to the Office of Academic Services for review.

YEAR-LONG REGISTRATION

Registration is a two-part process: the bidding period and add/drop period. An automated bidding algorithm enrolls students in courses based on the number of points bid for the courses and a fixed set of criteria described in the Year-Long Registration Guide. **Students register via ABRA, the Auction Based Registration Algorithm**, accessed at <https://abra.law.nyu.edu/abra>. There will be two bidding cycles. After the two bidding cycles, students may make changes to their schedules during add/drop. (Please refer to the Year-Long Registration Guide for details on Add/Drop pages 12 through 16). Once the add/drop period ends in September, spring add/drop resumes in December and January (see registration calendar for specific dates).

You will be able to register for both fall 2009 and spring 2010 courses before the fall 2009 semester begins. This requires careful planning and attention to dates, deadlines, and

bidding selections as well as the results of the bidding sessions. Consult the [Registration Calendar](#) for dates and details.

Prerequisites, and Mutually Exclusive Courses -Review the course description and course update pages online to learn whether or not a course has prerequisites or is mutually exclusive with other courses.

Pre- or Co-requisites- All students must meet course prerequisites. If you seek a waiver of a prerequisite, you must obtain approval in writing from the instructor. (Use the J.D. or LL.M. form available online.) All signed waivers (by the instructor) must be received in the Office of Records and Registration no later than 3:00pm on August 14, 2009. **If you have not taken the prerequisite nor provided prior JD/LLB confirmation of the course(s) taken at another law school by submitting the waiver form, ABRA will not permit you to bid on the course. Note: Prerequisite waivers for courses must be filed each semester.**

Mutually Exclusive Courses- Check course descriptions to see whether courses are mutually exclusive with other courses. ABRA will not permit you to register for two courses that are mutually exclusive.

Faculty Permission to Enroll in a Course - Please note that courses which require the permission of the professor for enrollment in a class are not to be included in the bidding cycles. You should follow the information stated by the professor in their course description regarding enrollment. Once they have made a decision, the professor will provide the Records Office with a list of names. At that time, you will be placed in the class unless there are conflicts or you have gone over the 15 credits allowed. Should this occur, you will be contacted by the Records Office to drop a class or obtain permission to have more than 15 credits so that you can be enrolled in the faculty permission only class.

CELL PHONE AND EMERGENCY CONTACT REQUIREMENT

(<http://www.nyu.edu/registrar/registration/requirements.html?ref=ALOPHM>.)

The University has recently enacted an additional registration requirement of cell phone and emergency contact information. See the above site for more details. It is advisable that you update Albert with the required cell phone and emergency contact information as soon as possible prior to August 14th. **You will not be allowed to register until this information has been completed.**

You are responsible for reading and following the procedures and policies that govern the registration process at NYU School of Law as provided in the *Year-Long Registration Guide*, available online at http://www.law.nyu.edu/ecm_dlv1/groups/public/@nyu_law_website_registration/documents/documents/ecm_pro_062117.pdf

TUITION AND FINANCIAL AID

Transfer students must make payment for the fall 2009 semester by the first day of class, August 26.