

**NYU SCHOOL OF LAW – J.D. AND LL.M. FORM
REQUEST TO REGISTER FOR GRADUATE LEVEL STERN COURSE
SUMMER 2013
(INSTRUCTIONS)**

| Academic Calendar for Summer 2013 Courses at Stern School of Business | | |
|--|--------------------|--------------------|
| | Summer Sessions | |
| | Summer I | Summer II |
| Classes Begin | May 14 | June 27 |
| Last Day to Register | See Stern schedule | See Stern schedule |
| Last Day to Drop | Last day of class | Last day of class |

STERN SUMMER 2013 COURSE LISTINGS:

http://www.stern.nyu.edu/Registrar/CourseInfo/CON_024153?studtype=ZZZ&tm=2013U&imageField.x=17&imageField.y=9

Please check if the class you want to take is open before you submit the request form to the Office of Academic Services (for J.D. students) or the Office of Graduate Affairs (for LL.M. students). Students will be permitted to enroll for non-law school graduate courses within the University only if they have permission from their respective program office.

Permission to enroll, in all cases, will be subject to the availability of space in the class after registration by Stern students is complete. You will be required to pay tuition at the Law School rate for the Stern credits. Please review the summer 2013 Automatic Enrollment Student Health Insurance information sheet. The deadline for a waiver of the health insurance is **June 5th**.

You are responsible for checking Albert to learn whether or not you have been registered, and you are responsible for dropping courses within the stated deadlines.

Please note the following schedule including **START DATES** of all summer 2013 courses as well as the **LAST DAY TO REGISTER** for each course:

http://www.stern.nyu.edu/registrar/schedules/2013U_last_day.html

STERN'S SUMMER 2013 CALENDAR (including the **LAST DAY TO DROP** a summer course):

http://www.stern.nyu.edu/Registrar/Calendars/CON_040016

STERN'S SUMMER 2013 REFUND SCHEDULE:

http://www.stern.nyu.edu/registrar/schedules/2013U_withdraw.html

PREREQUISITE WAIVER:

Proficiency Exam: Many Stern courses maintain course prerequisites/co-requisites. If you seek a waiver for a prerequisite course, you must pass the Stern Proficiency Exam for the relevant course subject. Please note that you can take each proficiency exam only once. Exam grades may not be appealed. If you do not pass the exam, you have not satisfied the prerequisite waiver, and you cannot register for the course in question. You may not take more than one proficiency exam per session.

- Information regarding proficiency exams can be found at: <http://www.stern.nyu.edu/AcademicAffairs/>
- Law School students interested in taking the exam should email: advising@stern.nyu.edu

If your educational background qualifies you for a waiver, you should obtain permission from the Senior Director of Academic Services and Registration for J.D. students, or the Director of Graduate Affairs for LL.M. students via the appropriate Course Permission and Prerequisite Waiver Request Form found at the following links:

-(CONTINUED INSTRUCTIONS)-

J.D. FORM: <http://www.law.nyu.edu/academicservices/forms/index.htm>

LL.M. FORM: <http://www.law.nyu.edu/graduateaffairs/LL.M.Forms/llmforms>

You may obtain a waiver of the prerequisite if you meet one of the following conditions:

- You have an M.B.A. degree and have taken finance courses as part of that degree.
- You are in the LL.M. A.P.C.L.B. program and took the Stern summer course on finance topics that is part of this program.
- You were a Finance undergraduate major, or you can provide a minimum of **five courses**, from an accredited institution, which directly correspond to the subject matter.

If you do not meet the above-listed requirements to waive the required prerequisite for Stern courses, you will need to take the Foundations of Finance proficiency exam (see above). **All students enrolled in higher level electives need to meet the prerequisite requirement before the class begins.**

ALLOCATION OF CREDITS:

Please note according to ABA rules, 700 minutes of class instruction (excluding breaks) is equal to one Law School credit. Therefore, the number of credits received will differ despite the actual credits assigned by the graduate school. You are responsible for calculating the number of credits you will receive and indicate the number on the request form. If you have any questions about the number of credits to be awarded, check with your respective program office.

HOW TO APPLY FOR A STERN SUMMER COURSE:

All students must complete the request form and attach a copy of the following:

- (1) the appropriate course description;
- (2) syllabus; and
- (3) a statement of 1-3 paragraphs explaining how the course in question will enrich your knowledge of the law (see Evaluation Parameters below).

J.D. students: submit all of the above to the Office of Academic Services for approval.

LL.M. students: must follow steps 1, 2 and 3 above **and** obtain the approval of the Faculty Director and the Office of Graduate Affairs.

EVALUATION PARAMETERS

A prospective lawyer can benefit from study of any kind in any field. This does not, however, imply that any course is suitable for law school credit. For law school credit, a case must be made that a course advances interdisciplinary understanding and one of those disciplines must be the law. That is, for a course to receive law school credit, a case must be made that the course will enrich a student's knowledge of the law itself.

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REQUEST TO REGISTER FOR GRADUATE LEVEL STERN COURSE ***

Student ID: N ___ - ___ - ___ Date of Birth _____

Last Name First Name

Email Address: _____ Phone: _____

Course Level: 2L ___ 3L ___ LL.M. F/T ___ P/T ___ Specialization _____ J.S.D. _____

First Choice: Course title: _____

Course Number: _____ Section: _____

Instructor: _____ Adjunct? Yes No

Meeting Days/Times: _____ Date of first class: _____ Last Date of Class _____

Prerequisites (if any): _____

Stern Credits: _____ Law School Allocation of Credits (see reverse for instructions for calculating): _____

Approval of instructor (if required): _____

Alternate Choice: Course title: _____

Course Number: _____ Section: _____

Instructor: _____ Adjunct? Yes No

Meeting Days/Times: _____ Date of first class: _____ Last Date of Class _____

Prerequisites (if any): _____

Stern Credits: _____ Law School Allocation of Credits (see reverse for instructions for calculating): _____

Credits: _____ Law School Allocation of Credits (see reverse for instructions for calculating): _____

Approval of instructor (if required): _____

NOTE: please attach a separate sheet and adhere to the Evaluation Parameters in the instructions.

Approval Signature of Office of Academic Services Date

Approval Signature of Faculty Director (for LL.M. students only) Date

Approval Signature of Office of Graduate Affairs Date

Student Health Insurance Services Office New York University Health Center

Attention: ALL NYU STUDENTS Summer 2013 Automatic Enrollment in Student Health Insurance Plan

Students in a degree-granting program who register for at least one (1) credit during the summer will be enrolled automatically in and charged for an NYU-sponsored Student Health Insurance Plan unless:

- a) You previously were enrolled in the spring term for spring/summer 2013 coverage, or
- b) You waived insurance coverage before the summer deadline, June 5th.

Students who are charged the summer insurance fee have the option of waiving coverage, or selecting enrollment in a different plan, by submitting a 2012-2013 Student Health Insurance Selection/Waiver Form by the June 5, 2013 deadline. For information on how to waive the insurance coverage, please see:

<http://www.nyu.edu/shc/about/how.to.enroll.waive.html>.

For information about the benefits, costs and provisions of the NYU-sponsored Student Health Insurance Plans, please check our website at: <http://www.nyu.edu/shc/about/insurance.html>.

Reminder: The selection/waiver deadline is June 5, 2013.