

PERMISSION TO INCREASE/DECREASE CREDIT LOAD

To register for (or drop below) fewer than 12 credits, or for more than 15 credits, students must obtain approval from the Office of Graduate Affairs via a Credit Load Permission form. Please note that full-time LL.M. students who register for more than 30 credits will incur charges in addition to the flat rate charged each semester. The Law School requires all full-time students to register for a minimum of 10 credits per semester to maintain full-time student status. There are no exceptions to this minimum. If a student is approved for fewer than 12 credits in a semester, a full-time equivalency will be placed on the student's record, and the student will be responsible for full-time tuition.

It is especially important for international students to note that in accordance with the U.S. Department of Homeland Security (DHS), all international students must be registered for the full-time program within two weeks of the start of *Intro to U.S. Law*, or if they have waived out of *Intro to U.S. Law*, within two weeks of the first day of classes of the Fall semester. For the Spring semester, students must be registered full-time within two weeks of the start of classes.

DATE: _____

NYU STUDENT ID #: N - _____

LAST NAME: _____

FIRST NAME: _____

NYU EMAIL ADDRESS: _____

PHONE: _____

DEGREE: LL.M. F/T ____ P/T ____ J.S.D. ____
EXCHANGE ____

PROGRAM: _____

Please check one:

___ I would like to register for _____ credits in the _____ semester.

___ I would like to graduate with more than 30 credits.

Full-time students who are given permission to graduate with more than 30 credits will be charged on a per-credit basis for all credits in excess of 30. Courses not applicable towards the LL.M. degree (e.g., language courses) do not count towards this cap.

Please indicate the reason for your request and the courses you plan to take:

RETURN THIS FORM WITH ATTACHMENTS TO THE OFFICE OF GRADUATE AFFAIRS, LOCATED IN FURMAN HALL 340, OR VIA EMAIL: law.graduateaffairs@nyu.edu. YOU WILL RECEIVE A RESPONSE VIA EMAIL.

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