

NOTE: Except for unusual circumstances such as medical or family emergency, only 3L students may request fewer than 12 credits in a semester. If a student is approved for less 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 and may work no more than 20 hours per week in accordance with ABA rules.

**NYU SCHOOL OF LAW
PERMISSION TO INCREASE/DECREASE CREDIT LOAD
J.D. STUDENTS**

Students must register for a minimum of 12 hours to a maximum of 15 hours each semester. You must obtain approval for any exception to this policy before you select courses.

Student ID: N _____ Date: _____

Last Name: _____ First Name: _____

Address: _____

NYU Email: _____ Phone: _____

Class: 2L____ 3L____

Please check one and complete the *Degree Progress Checklist* on the next page:

___ I would like to register for more than 15 credits in the _____ semester.
(Term) (Year)

___ I would like to register for fewer than 12 credits in the _____ semester.
(Term) (Year)

___ I would like to graduate in the _____ semester with more than 90 credits.
(Term) (Year)

Students who are given permission to graduate with more than 90 credits will be charged on a per-credit basis for all credits in excess of 90. Courses not applicable toward the J.D. degree (e.g. language courses) do not count toward this cap.

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

Total number of credits planned for the semester: _____

RETURN THIS FORM TO THE OFFICE OF ACADEMIC SERVICES, FURMAN HALL, ROOM 400, VIA EMAIL TO: law.acadservices@nyu.edu, OR BY FAX TO: (212) 995-4535.

Degree Progress Checklist

Please note it is your responsibility to make sure you have fulfilled all graduation requirements.
 (Please see the J.D. Academic Regulations & Requirements Guide for more details.)

Name _____ NYU ID _____

NYU Email: _____

1L Courses

Fall

Spring

1L TOTAL = _____ Credits

Required Courses:

- Property (if not taken in 1L year) _____
- Professional Responsibility _____
- Constitutional Law _____
- Substantial Writing _____ (course: _____)

Adjunct Credits (8 credits maximum): = _____

Non-Classroom Credits:

- Directed Research/Fellowships _____
- Journals/Moot Court _____
- TA credits _____ = _____
- Marden Competition _____
- Non-Law Graduate Credits _____
- (which are not cross-listed)
- Counted toward the J.D. _____ = _____

Clinical Fieldwork:

- In-Class Clinic Credits -**
- fieldwork taught by full-time faculty _____
- Non-Classroom Clinic Credits -**
- fieldwork taught by adjunct faculty _____ = _____

Credit/Fail Courses (2 course cap) = _____

- Credits Completed in 2L year (3rd and 4th semesters) = _____
- Credits Completed in 3L year (5th semester) = _____
- Credits needed to graduate in 3L (6th semester) = _____

TOTAL = _____ Credits for Graduation

I understand that I am responsible for ensuring the accuracy of the above information knowing that I have enough credits to graduate and that I have completed all graduation requirements.

Signature: _____ Date: _____