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.

Rev. May 2012
# 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

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**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) ___ = ___

### 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: ______________

Revised June 2014