Requesting a **JD** Degree Audit report using the Albert Student Center

This document illustrates the steps for JD Law Students to request a Degree Audit Report via Albert. (LLM Degree Audit may be available by January 2015.)

Log in to Albert via: [Albert.nyu.edu](http://Albert.nyu.edu)

**Degree Audit Report**
Use the drop-down menu on the Student Center, select Academic Requirements and click the arrow icon to the right of the drop-down box.

**Degree Report**
The degree audit report will show the date it was last generated. A new report with updated values will be generated if there have been changes to enrollment since your last report request. For questions about the law school degree audit report, please send an email to [acadservices@law.nyu.edu](mailto:acadservices@law.nyu.edu).
Important Considerations When Reading the Law School Version of Degree Audit

Use the scroll bar on the right to view this report from top to bottom.

Non-Law Credits

Please be aware of the limitations of degree audit. Currently degree audit does not accurately reflect the number of non-law credits that count towards the JD degree. You must check your transcript for the correct credit allocation for non-law classes.

**Note:** If a student is currently enrolled for a class the system will assume the student will successfully complete this part of the requirement and the class will be shown as “in progress” with a yellow diamond shape under the course “Status” column. Additionally, the class will be reflected as satisfying the applicable degree requirement in the report.

<table>
<thead>
<tr>
<th>When</th>
<th>Grade</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td>Spring 2015</td>
<td></td>
<td></td>
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<tr>
<td>Fall 2014</td>
<td></td>
<td></td>
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<tr>
<td>Fall 2014</td>
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</table>

Each degree requirement will list a description and below the description there will be a notification as to whether the requirement has been satisfied or remains outstanding. This degree audit report will also detail how many units (credits) are required to satisfy a particular requirement, how many have been taken, and what is still needed. Please note that the “units required” language is not always the correct way to describe a law school degree requirement. However, this is standard language from the University and it cannot be altered. For example, please see below how the Credit/Fail cap is described in degree audit.
Credit/Fail

**Restrictions: Credit/Fail Basis**

A maximum of 2 CR/F upperclass courses may be taken; they may be taken in one semester.
- Courses: 0 required, 0 taken, 0 needed

**Adjunct Credits**

Again, please notice that the text regarding the adjunct cap says “8 Units required, ‘x’ taken, ‘y’ needed.” Unfortunately we cannot change this text. You are **NOT** required to take adjunct classes. You should read the text as “Units: 8 allowed, ‘x’ taken and ‘y’ still permitted without more than 83 credits for graduation.”

**Maximum Adjunct Faculty Courses**

No more than 6 units of coursework may be taken with adjunct faculty. If you have more than 6 adjunct credits you must compensate. For example, if you have 9 adjunct credits you must graduate with 84 credits.
- Units: 8.00 required, 5.00 taken, 3.00 needed

The following courses were used to satisfy this requirement:

**ABRA Updates to Degree Audit**

Please keep in mind that degree audit will be approximately two hours behind the release of ABRA results. So, if ABRA results are released at 1:30pm, degree audit may not contain the most accurate information until 3:30pm that day.

**Current 2L Transfer Students**

Current 2L transfers students (fall 2014 transfer students) should know that their transfer credits will not be available in degree audit until October 2014. In the interim, the statement of transfer credits distributed at transfer orientation should serve as your accurate account of transfer credits.