NYU SCHOOL OF LAW – J.D. AND LL.M. FORM
REQUEST TO REGISTER FOR GRADUATE LEVEL STERN COURSE
SUMMER 2016
(INSTRUCTIONS)

Academic Calendar for Summer 2016 Courses at Stern School of Business

<table>
<thead>
<tr>
<th></th>
<th>Summer Sessions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Summer I</td>
</tr>
<tr>
<td>Classes Begin</td>
<td>May 14</td>
</tr>
<tr>
<td>Last Day to Register</td>
<td>See Stern schedule</td>
</tr>
<tr>
<td>Last Day to Drop</td>
<td>Last day of class</td>
</tr>
</tbody>
</table>

STERN SUMMER 2016 COURSE LISTINGS:
http://www.stern.nyu.edu/portal-partners/registrar/course-information/course-schedule

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 2016 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 Stern schedules:

Start dates of all summer 2016 courses, including last day to register for each course:
http://www.stern.nyu.edu/portal-partners/registrar/course-information/last-day-to-add

Summer 2016 calendar, including the last day to drop a summer course:
http://www.stern.nyu.edu/portal-partners/registrar/course-information/refund-withdrawal-dates

Summer 2016 refund schedule:
http://www.stern.nyu.edu/portal-partners/registrar/course-information/refund-withdrawal-dates

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: academicaffairs@stern.nyu.edu

-(CONTINUED INSTRUCTIONS)-
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:

**J.D. FORM:** [http://www.law.nyu.edu/academicservices/forms/](http://www.law.nyu.edu/academicservices/forms/)

**LL.M. FORM:** [http://www.law.nyu.edu/graduateaffairs/llmforms](http://www.law.nyu.edu/graduateaffairs/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. To calculate the allocation of credits: divide the total number of class meeting minutes in the semester by 700 (round down to the nearest quarter 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 include your calculations in the form as required. You can check with your respective program office once you have calculated the credits, if you have any questions about the number of credits to be awarded.

**HOW TO APPLY FOR A STERN SUMMER COURSE:**

* Carefully read the following instructions before submitting this form. Thank you. *

Complete this request form and attach a petition. Your petition must include:

1. An explanation of your reasons for seeking to receive law school credit for the course. If you are able to show that the course is directly related to the study of law, the law school administration will usually grant the request to allow law school credit as long as the course is appropriately rigorous. If the course is not directly related to the study of the law, the law school generally will not allow law school credit unless you are able to make a detailed, persuasive showing that taking the course will further the career that you intend to pursue and/or enhance the value of law school courses that you plan to take. Basic courses in foreign languages will not qualify but a course conducted in a foreign language that is directly related to the study of law may be permitted upon petition, and you can petition to take one course conducted in a foreign language that is not directly related to the study of the law by showing that the course will further the career that you intend to pursue or enhance the value of law school courses that you plan to take.

2. The syllabus for the course that you are seeking to take at the other division of the University for law school credit.

3. Information about the teacher of the course that you are seeking to take at the other division of the University for law school credit.

Submit the request form and your petition to the Office of Academic Services for approval.
Students will be permitted to enroll for non-law school graduate courses within the University only if they have permission from the Office of Academic Services. Permission to enroll, in all cases, will be subject to the availability of space in the class after registration at the particular department within the University is complete.

**Tuition**
Students will be required to pay tuition at the law school rate for the designated credits assigned by the graduate school.

**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.
NYU SCHOOL OF LAW – SUMMER 2016
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 2016 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 2016 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 2015-2016 Student Health Insurance Selection/Waiver Form by the June 5, 2016 deadline. For information on how to waive the insurance coverage, please see: http://www.nyu.edu/life/safety-health-wellness/student-health-center/insurance-patient-accounts/student-health-insurance/waive-coverage.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/life/safety-health-wellness/student-health-center/insurance-patient-accounts/student-health-insurance.html

Reminder: The selection/waiver deadline is June 5, 2016.