

# A Guide to the



# J.S.D. Policies & Procedures

## **TABLE OF CONTENTS**

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<b>WELCOME FROM DEAN TROY MCKENZIE</b>	<b>2</b>
<b>OVERVIEW OF THE JSD PROGRAM</b>	<b>3</b>
<b>THE JSD PROGRAM: AT A GLANCE</b>	<b>3</b>
JSD Program Funding	4
JSD Program Features: A Closer Look	6
Dissertation	6
JSD Forum	7
<b>THE FIRST YEAR</b>	<b>8</b>
Coursework	8
Candidacy Paper and Admission to JSD Candidacy	8
<b>THE SECOND YEAR</b>	<b>9</b>
Law School Colloquia	9
Dissertation Committee	9
<b>THE THIRD YEAR</b>	<b>10</b>
Oral Dissertation Defense	10
Awarding of Degree	10
<b>BEYOND THE THIRD YEAR</b>	<b>10</b>
<b>OTHER ADMINISTRATIVE MATTERS</b>	<b>11</b>
Residency Requirement	
Maintenance of Matriculation	11
Leaves of Absence	11
Visa Matters	12
Enrollment in non-JSD courses	12
<b>ACADEMIC LIFE</b>	<b>12</b>
JSD Academic Enrichment Sessions	12
ExpressO and Scholastica	13
Travel and Conferences	13
Career Services	13
<b>HOUSING AND HEALTH INSURANCE</b>	<b>14</b>
Housing	14
Health Insurance	14
<b>JSD PROGRAM GOVERNANCE AND STAFF</b>	<b>15</b>
<b>CONTACT US</b>	<b>15</b>
<b>OTHER USEFUL ON-CAMPUS CONTACTS</b>	<b>16</b>

## WELCOME FROM DEAN MCKENZIE

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Welcome to New York University School of Law. We are proud to offer you an in-depth portrayal of our JSD Program, which showcases some of the unique attributes that make NYU School of Law an extraordinary place.

By choosing NYU Law, you have become part of one of the most rigorous and multifaceted legal education communities in the world. We provide JSD students with peerless training in academic research, methodology, and legal thought. We are scrupulous about preparing our graduates to participate at the highest levels of academia as they pursue their careers, whether in the United States or abroad. The JSD Program is the centerpiece of NYU School of Law's commitment to innovative scholarship. Our JSD candidates study within a culture of forward-thinking ideas—embraced at every level, from entering first-year students to senior faculty—that positions them to be innovative thinkers in the wider world.

Our doctoral candidates are guided in their work by our outstanding faculty as well as an extraordinary peer group. We encourage our JSD candidates to savor their time here, to make the most of inhabiting a place where creative, interdisciplinary thinking is nurtured. We urge our JSD candidates to set high standards for themselves as scholars and expect that they will treat seriously both their class time and their individual research time. We also ask them to view their fellow candidates as colleagues and resources—people from whom they seek advice, differing perspectives, and new ideas. This collegial approach to learning fosters creative thinking, forges strong interpersonal bonds, and promotes the rich dialogue on which any serious scholarship is built.

It is only fitting that a school so dedicated to the dynamic exchange of ideas is located in Manhattan's Greenwich Village, one of the most vibrant intellectual pockets of the country. Both the Law School and New York University as a whole regularly attract leading figures and thinkers in jurisprudence from around the world. The everyday exchanges at NYU School of Law, both inside and outside the classroom, along with the many events, activities, and exceptional people here, combine to create an atmosphere where all aspects of the mind can be fed and nurtured, and where you will feel both inspired and included.

As Dean, it is my sincerest wish that you thrive at NYU Law. I am grateful you have chosen to train for your future as legal scholars and educators with us, and I am confident the wisdom of your choice is a strong predictor of your future success.

Troy McKenzie  
Dean, NYU School of Law.

## INTRODUCTION TO THE JSD PROGRAM

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The JSD degree program at New York University School of Law provides intense training in academic research primarily to those intending to pursue a career in academia. The program prepares students to produce first-class scholarship with a view to a teaching career in the U.S. and around the world. The commitment to this mission makes NYU School of Law one of the best points of entry into legal academia worldwide.

The JSD is NYU School of Law's most advanced law degree. Only a very small number of students who demonstrate outstanding academic promise are admitted to JSD candidacy. The articles and dissertations produced in the JSD program are typically published in the most prominent law reviews, professional journals and notable publishing houses, and the program facilitates and inspires the creation of a dynamic intellectual community of scholars.

## THE JSD PROGRAM: AT A GLANCE

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### *Year One – Pre-Candidacy*

- Complete two courses:
  - The legal theory thesis seminar
  - One methodological seminar preapproved by their supervisor and the JSD Committee (this requirement can be completed anytime during the first three years).
- Conduct preliminary research with a view toward consolidating research questions, hypotheses and methodology for the dissertation.
- Prepare and submit Candidacy Paper to Dissertation Supervisor to gain admission to the JSD candidacy.
- Participate in the JSD Forum.

### *Year Two*

- Continue to research and formulate theories for the dissertation, and begin drafting the dissertation.
- Complete one Law School Colloquium.
- Coordinate with Dissertation Supervisor to determine potential Dissertation Committee members; present recommendations to the Chair of the JSD Committee; ensure appointment of such committee members.
- Participate in the JSD Forum.

### ***Year Three***

- Draft and revise the dissertation, supplementing with research as needed.
- Participate in the JSD Forum.
- Defend the dissertation orally before the Dissertation Jury.

## **JSD PROGRAM FUNDING**

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### ***Institutional Funding for 4 Years***

The JSD program is a 3-year, full-time course of study during which students are required to reside in New York City during the academic year (residency during summer break is not required). In support of the commitment students make to the doctoral program, NYU School of Law provides funding to assist with the cost of tuition, fees, and living expenses. All institutional funding is conditional upon satisfactory academic progress (admission to candidacy, completion of coursework, and presentation and participation in the JSD Forum). Starting from AY 20-21 JSD candidates who receive permission to extend their residency for a fourth year are also eligible for funding.

The NYU funding that students receive through the third year (or 4<sup>th</sup> year when applicable) has three components:

#### *Scholarship*

During the first three years of the program (and during the 4th year when applicable) all students will receive a scholarship equal to the amount of tuition and fees that are charged by the Bursar's Office as the result of registering for required coursework or Maintenance of Matriculation. In addition, the scholarship covers fees charged by the Office of Global Services, if applicable. If a student takes courses beyond those required by the JSD program, the student is responsible for the tuition and fees charged for those credits.

#### *Stipend*

In addition to the scholarship, and to assist with the cost of living expenses, JSD students receive a stipend of USD \$42,000.00 per year for three years (4 years when applicable). The stipend is paid in two installments, in September and in January.

We encourage students to seek external funding from academic or government institutions and we assist students in their applications for such funding in any way possible. Any saving in our budget allows us to divert funds to the Program's many academic events and to support students beyond the third year. Therefore, students who receive funding from a third party will be eligible for an adjusted NYU stipend. If the total external funding amount is less than half of the JSD stipend, the program will provide the full stipend. For any amount of the grant above half of the stipend, the stipend will be reduced according to the following formula:  $0.3(G-.5S)$ ; (where S=stipend; G=external grant). Here are some examples: According to the formula, if a student receives

USD\$22,000 in external funding her stipend will be reduced by USD\$300. If a student receives USD\$30,000 in external funding her stipend will be reduced by USD\$2700. If a student receives USD\$50,000 in external funding her stipend will be reduced by USD\$8700.

### *Health Insurance*

The JSD program provides coverage of the cost of [NYU health insurance](#) (comprehensive plan) for JSD students and candidates in residence. This coverage does not include costs associated with an upgrade, dental insurance, or coverage for any dependents. If a JSD student or candidate decides to waive NYU health insurance coverage he/she would not receive or otherwise be entitled to a refund for the basic health insurance credit. Students who receive equivalent health insurance from another source (government, spouse employment, etc.) should inform the Program and waive the NYU health insurance within the waiver deadline as published by NYU health insurance services. Double insurance is not permitted. In case of doubt please consult with the JSD office.

If a student would like to waive the health insurance requirement, please follow [the process outlined by the NYU Health Insurance Services Office](#). You may also email [health.insurance@nyu.edu](mailto:health.insurance@nyu.edu), or call the NYU Student Health Insurance Services Office at (212) 443-1020.

Please consult your tax adviser regarding any tax implications on all components of the NYU institutional funding.

### *Employment*

Employment is not allowed during the first year. Summer employment in July and August and on-campus employment after the first year are permitted but must be approved by the student's Dissertation Supervisor and by the Chair of the JSD Committee. Any student employment during the academic year may not exceed 20 hours per week. It is a formal requirement of the Program that students disclose any employment they are engaged in during the 3 years of required residency (and, if applicable, the 4th year of residency).

### *Funding after the Third Year*

Students should plan to complete the JSD program within 3 years. If a student receives an extension beyond the third year he or she is no longer required to be in residency, unless funding is provided. Starting from AY 20-21 JSD candidates who receive permission to extend their residency for a fourth year are eligible for funding during the fourth year. Fifth year students in residence are not eligible for stipend. Any fees or charges incurred after the fifth year are the responsibility of the student.

### *Office of Student Financial Services*

Students are encouraged to maintain contact with the Office of Student Financial Services during their time at the Law School. The staff approaches student financial planning from a counseling perspective, recognizing that students bring different experiences, needs, and levels of financial sophistication to the process. Please visit their website, which contains comprehensive information about the various types of law school, federal, and private aid available:

<https://www.law.nyu.edu/financialaid/contactus>.

## **JSD PROGRAM FEATURES: A CLOSER LOOK**

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### ***Dissertation***

To be awarded the JSD degree, candidates must produce a dissertation, a significant scholarly work in a chosen field of study. This requirement will normally be fulfilled in the form of a monograph or book of 80,000 to 100,000 words in length (excluding references). As an exception, and typically in the field of economic analysis of law, the dissertation requirement may be met through a series of substantial papers or law review articles. A candidate can only fulfill the dissertation requirement in this manner if granted prior approval by his or her Dissertation Supervisor and the JSD Committee.

### ***Appointing a Dissertation Committee***

Once the student had advanced to candidacy a Dissertation Committee shall be appointed. The candidate, with the approval of his or her supervisor, should compile suggestions as to the composition of the Dissertation Committee and send these to the Chair of the JSD Program. The Chair of the JSD Program will then send invitations to the respective members of the Dissertation Committee. The purpose of the Dissertation Committee is to advise and support the student in the process of writing the dissertation. The JSD Candidate's Supervisor will be a member of the Dissertation Committee.

### ***Appointing a Defense Jury***

Once the members of the Dissertation Committee after reading the candidate's draft dissertation, believe that it is of sufficient quality to receive the degree the Candidate's Supervisor will send a report to the JSD Committee confirming that the dissertation is ready for the defense and include a list from which an outside examiner will be selected. Based on these recommendations, the JSD Committee will nominate a three member Defense Jury. The Defense Jury will be chaired by a member of the JSD Committee and include one outside examiner. The JSD candidate's supervisor will not be a member of the Defense Jury. Only when an outside examiner confirms his/her participation, could the defense be scheduled.

### ***Award of the Degree***

Award of the JSD degree is a two stages process:

- A recommendation by the Defense Jury based on reading the dissertation and an oral examination is sent to the Chair of the JSD Committee.
- The JSD Committee will decide whether or not to accept the recommendation of the Defense Jury and award the degree. It may also require revisions or reject the dissertation.

The JSD office will coordinate a defense date with the members of the Defense Jury. The JSD Program will defray the cost of attending from out of town incurred by dissertation defense

committee members. Typically the dissertation defense takes place in a public forum and lasts about two hours.

After the defense, the dissertation defense committee should send the JSD Committee a detailed report on the dissertation and the defense. This report is to be accompanied by a recommendation regarding whether the candidate should be awarded the degree, required to revise and resubmit their dissertation, or have their dissertation rejected. Upon receipt of this report, the JSD Committee will review the recommendation and make a decision regarding the dissertation defense.

If the JSD Committee decides to award a degree to a JSD candidate who has successfully defended his or her dissertation, the decision will be communicated to the Dean of NYU School of Law as well as to the Department of Academic Services. Upon request the candidate is eligible to be sent a redacted version of his/her Defense Committee Report. The candidate will be eligible to receive his or her degree at the next commencement ceremony. The JSD Committee will fund a celebratory toast for the graduate, their friends and their family on a date to be chosen by the JSD graduate.

### ***The JSD Forum***

The JSD Forum, a central institution of the JSD Program, offers an opportunity for JSD students and candidates to present their work to their peers in a workshop format. Pursuit of the JSD is an intensely individual enterprise, and the Forum enables the participants to reflect critically on their own research and writing, and to form a dynamic academic community which structures a serious forum for intellectual exchange. Participation in the Forum is obligatory for all JSD students and candidates as it provides further training for the profession. It is hoped that the Forum itself creates an ethos for members of the JSD community to work in smaller groups as well as to give feedback and support to one another as they draft their dissertations.

The JSD Forum typically meets every other week each semester and is moderated by a member of the JSD Committee. Each JSD student and candidate, in consultation with his or her advisor, is encouraged to suggest possible commentators from among the Law School's faculty as well as NYU Fellows and Visiting Scholars. After the recommendations of the student or candidate have been submitted, the Chair of the JSD Committee contacts and formally invites the commentator. If they prefer to invite the commentator personally, students with the approval of their supervisors and in coordination with the JSD Office, may approach faculty or visitors inviting them to comment on their paper.

Forum papers should not exceed 10,000 words (excluding footnotes) and must be submitted to the JSD Office no later than one week prior to the Forum. During the Forum, it is customary for student presenters to speak for the first twenty minutes of the session followed by the commentator; after this, the moderator opens the floor to discussion. All first through third year JSD students and candidates, along with Visiting Doctoral Researchers, and other candidates in residence are required to attend each session.



## THE JSD PROGRAM: YEAR BY YEAR

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### THE FIRST YEAR

#### *Coursework*

A foundation in legal theory is the first step in writing a successful dissertation. Students are therefore required to register for the legal theory thesis seminar. They are also eligible – in consultation with their supervisor and by approval of the JSD Committee - to register for a course or seminar taught anywhere in the university which will provide them with methodology skills appropriate for their research project:

- The Legal Theory Thesis Seminar introducing students to a variety of approaches within legal theory.
- One methodological seminar preapproved by their supervisor and the JSD Committee (this eligibility can be fulfilled anytime during the first three years).

The coursework requirement may be waived for those who have taken such courses at NYU, with permission of the supervisor and the JSD Committee. If a waiver is granted, students may enroll in a course in lieu of the waived course with permission of the supervisor and the JSD Committee. If a student wishes to apply for a waiver, he or she must submit a complete and signed Waiver Request Form available at <http://www.law.nyu.edu/depts/acservices/downloads/index.html>.

#### *Candidacy Paper and Admission to JSD Candidacy*

To formally be admitted to the JSD candidacy, students must submit a candidacy paper to their Dissertation Supervisor which is presented to the JSD Committee for review. This paper describes the proposed dissertation research, demonstrates the viability of the project as a dissertation, the student's scholarly progress, and ability to complete the doctoral thesis. The topic, scope, structure and content of the paper should be determined in consultation with the Dissertation Supervisor and should testify both to the student's ability as a researcher and to the viability of the research topic chosen. The format of the paper can be a detailed outline or prospectus, a dissertation chapter or an article, depending on what is most appropriate for the project, and provided it is sufficiently indicative of the viability of the project and the student's ability to complete it.

Unless specified otherwise by the Dissertation Supervisor, the length of the candidacy paper should be approximately 15,000-20,000 words, excluding footnotes. The word count must appear on the first page. It should be presented in a proper academic format with regard to references, quotations, footnotes, bibliography, table of contents, etc. and the text must be paginated throughout. The cover should bear the title of the prospectus and the provisional title of the dissertation, the student's name, the name of the supervisor, and the date.

The paper is due no later than June 15 of the student's first year. Ideally, the supervisor reviews an outline or draft of the paper by April 1 of the first year.

The JSD student is to submit the final candidacy paper to his or her dissertation supervisor. The supervisor then reads the candidacy paper and forwards it to the JSD Committee along with a report. The JSD Committee appoints one of its members to review the paper and the supervisor's

report. The JSD Committee will then reach a decision as to whether the student will be admitted to formal JSD candidacy, denied admission to candidacy, or permitted up to one semester to revise the candidacy paper and have it reevaluated. A decision regarding candidacy will be announced to the student no later than July 31 of the student's first year.

If the decision is negative, an appeal may be examined only on grounds of manifest arbitrariness, on grounds of procedural irregularity, or on grounds relating to nonacademic matters. The candidate may present the appeal to the faculty members of the Executive Committee of the Law School.

## **THE SECOND YEAR**

Once admitted to candidacy, a candidate's experience at the Law School becomes much more individualized as most of his or her time is dedicated to research and writing. This stage generally requires a great amount of discipline and self-directed research. However, we have built in opportunities for candidates to continue to interact and be stimulated by the larger academic community.

### ***Law School Colloquia***

In the second year, students are required to register for one Law School Colloquium. Colloquia—essentially research workshops—permit students to interact with faculty and experts from around the world. Each week, students and faculty meet to discuss recent scholarship by an authority in the field, who will present his or her work to the group. It is an opportunity for students and professors to exchange ideas freely in a rigorous exploration of a legal discipline. In addition, students typically prepare written comments on the text presented, which helps to strengthen their critical analysis skills. Candidates who have completed a colloquium during the course of their NYU degree may waive this requirement with permission of their Dissertation Supervisor and the Chair of the JSD Committee. If a student wishes to apply for a waiver, he or she must submit a complete and signed Waiver Request Form prior to registering for courses (form available at <http://www.law.nyu.edu/depts/acservices/downloads/index.html>).

### ***Appointment of Dissertation Committee***

Typically, the Dissertation Committee is formed during the second year. Collaborating with their Dissertation Supervisors, second year JSD students should propose two faculty members, at least one of whom should be an NYU faculty member, to serve on their Dissertation Committee. Such selection must also be approved by the JSD Committee. Once the recommendations of the student and the Dissertation Supervisor have been finalized, the Chair of the JSD Committee contacts and formally appoints the members of the Dissertation Committee. When considering possible committee members, students should keep in mind that committee members are intended to be valuable resources to them as they engage in the process of preparing their dissertation. As such, it is important for students to target individuals who maintain some interest and competence in their field of study.

## **THE THIRD YEAR**

### ***Dissertation Defense***

It is expected that candidates defend their dissertations orally, viva voce, before a Defense Jury upon completion of their dissertation. The defense of the Dissertation and the award of the degree follow the following sequence:

- Once the Supervisor, in consultation with the Dissertation Committee is satisfied that the Dissertation is ready for defense, he/she should compose a report to the JSD Committee explaining the scope of the Dissertation and the contribution it makes to the field. The report should also include a list of faculty members, from which the outside examiner will be selected to join the Defense Jury.
- The JSD Committee shall appoint the Defense Jury. The Defense Jury will be composed of three members. It shall include one outside examiner selected on the basis of the Supervisor's recommendation. It shall be chaired by a member of the JSD Committee. The JSD candidate's supervisor will not be a member of the Defense Jury.
- Once the Defense Jury is appointed the oral defense shall be scheduled. The time of the dissertation defense is publicly announced and members of the faculty, especially those working in fields related to the candidate's work, are encouraged to attend the defense and participate in questioning the candidate.
- At the defense, the candidate is expected to make a twenty to thirty minute presentation of the central thesis of his or her dissertation. This shall be followed by two rounds of questioning by the Defense Jury. At the discretion of the Chair, questions might be taken from the public. The defense usually takes up to two hours, overall.

### ***Awarding of the Degree***

After the oral defense the Defense Jury submits a confidential recommendation to the JSD Committee regarding whether to award the degree, reject the dissertation, or require revision and re-submission of the dissertation. The final decision is in the hands of the JSD Committee.

If the JSD Committee decides to award a degree to a JSD candidate who has successfully defended his or her dissertation, the decision will be communicated to the Dean of NYU School of Law as well as to the Department of Academic Services. The candidate will be eligible to receive his or her degree at the next commencement ceremony. The JSD Committee will fund a celebratory toast for the graduate, their friends and their family on a date to be chosen by the JSD graduate.

## **BEYOND THE THIRD YEAR**

The JSD Program is funded for three years after which the residency requirement comes to an end. However, typically students submit their Dissertation during the fourth year. Starting from AY 20-21 JSD candidates who receive permission to extend their residency for a fourth year are eligible for funding. When circumstances arise that require a candidates to continue in the Program after the third year, he or she should notify the JSD Committee in writing no later than May 15 of the third year. A request for extension should include a brief summary of the work that has been done to

date, a plan for completion of the degree and a statement of support from the candidate's Supervisor. Requests for extensions of enrollment beyond the first three years will be considered one year at a time only. Fifth year candidates who are granted extensions for the fifth year are entitled to remain in residency as post-stipendiary candidates, eligibility for the JSD degree expires after five years.

## **OTHER ADMINISTRATIVE MATTERS**

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### ***Time to Complete Degree***

JSD students have a maximum of five years in which to complete their degree. Eligibility for the JSD degree terminates after five years.

### ***Residency Requirement***

JSD students and candidates in their first through third years must reside in or around New York City during the full academic year. Summer residence is not required. The NYU JSD Program strongly believes in the utility of intellectual and academic community for the completion of a dissertation at the highest possible level. The ability of students in the first year for example to seek the advice of students in higher years has proved to be very valuable. Consequently dedicated work space was designed to support the development of JSD community life. It is strongly expected that JSDs will do the bulk of their work in that space. The same residency requirements apply to 4<sup>th</sup> year students who are receiving funding from the Program.

### ***Maintenance of Matriculation***

All students must maintain full-time equivalency during the entire duration of the JSD degree program. Following the completion of all coursework requirements during the first and second year of the JSD program, the JSD Office registers students for "Maintenance of Matriculation," a registration code which enables candidates to maintain access to University resources through degree completion. Maintenance of Matriculation and fees are covered by the Tuition Scholarship through the fifth year. After the fifth year, candidates are responsible for all tuition and fees, including Maintenance of Matriculation fees.

### ***Leaves of Absence***

Typically, no leaves of absence is granted during a student or candidate's time in the program. In rare occasions, should a personal circumstance arise for such a leave, the student should submit a formal request to the Chair of the JSD Program who will decide on its merits.

The JSD Committee will only consider requests for leave of absence for health related reasons if they are accompanied by formal medical documentation

In case of child birth or adoption, a student\candidate is allowed up to a full year of parental leave of absence. This leave will not be counted towards the 5 years completion limit.

### ***Visa Matters***

The Office of Global Services (OGS) requires that international students or candidates provide notification if they will be writing their dissertation in their home country or if they will be in and

out of the United States each semester. If the student or candidate will not be in the U.S. for more than five months at a time, OISS must change his or her immigration status to “studying/researching abroad” in the appropriate databases. This will terminate the student or candidate’s status in the U.S. Department of Homeland Security SEVIS database. If the student or candidate returns to the U.S. in order to continue his or her research and writing, he or she will be required to contact the OISS and apply for a new I-20 form.

### ***Enrollment in non-JSD courses***

JSD students and candidates are permitted to enroll in courses outside of the JSD program and may request permission to audit Law School courses or seminars. However, given that the requirements of the JSD program alone are quite demanding, it is expected that a majority of a JSD student or candidate’s time is spent on program requirements and the research and development of their dissertations. **Loading a schedule with non-JSD courses is strongly discouraged.**

**As noted above, the tuition scholarship does not cover the cost of non-JSD program courses. Students wishing to enroll in additional courses for credit are responsible for the tuition incurred (unless permission is given by the JSD Committee to enroll in a course in lieu of the waived course).**

## **ACADEMIC LIFE**

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In addition to the JSD Forum, the central institution of the Program, and to a variety of methodology and academic skills workshops provided by the Program, JSD students and candidates are an integral part of the Law School community. Thus, all enrolled in the JSD program are invited to participate in many academic and social events that are hosted by the Global Law School Program and its affiliates, such as conferences, workshops, faculty fora, and events designated especially for JSD students, candidates and other NYU Fellows and Scholars.

JSD candidates may also work as teaching assistants, research assistants, and co-teachers throughout the University consistent with the employment policy of the Program. In addition, NYU School of Law encourages JSD students and candidates to present their work at various conferences and academic fora all over the world.

### ***JSD Academic Enrichment Sessions***

Several sessions devoted to better familiarizing JSD students and candidates with various scholarly methodologies are organized during the academic year. The goal of these seminars is to expose students and candidates to different methods of crafting scholarly legal arguments, with a view to enriching the quality of their dissertations. Each seminar is led by a faculty member and attended by JSD students, candidates and Visiting Doctoral Researchers. All first through third year JSD students and candidates, along with Visiting Doctoral Researchers, and other candidates in residency, are required to attend each session.

### ***ExpressO and Scholastica***

JSD students that wish to submit manuscripts for publication in law reviews may do so through the online services ExpressO and Scholastica. You can submit articles electronically to over 500 law reviews by logging in with your @nyu.edu email account at <http://law.bepress.com/expresso/>

### ***Travel and Conferences***

Students are encouraged to submit papers for presentation at conferences and other academic fora. The JSD Office will provide funding for travel and other conference related expenses up to \$1000.00 USD per academic year for JSD candidates (those who have been admitted into candidacy). To request the reimbursement students should submit a signed reimbursement form including original travel tickets, boarding passes and receipts to the JSD office.

### ***Career Services***

NYU School of Law has the most extensive and intensive career counseling and placement program of any law school in the country, designed to provide students with knowledge of, and an opportunity to explore, a wide range of career choices in the United States and around the world.

For JSD candidates who are interested in becoming law professors, the Law School provides the guidance of the Academic Careers Program (ACP). ACP is designed to help prepare NYU students and graduates for careers in legal academia by providing information, training, and encouragement throughout their time at NYU in general and during the process of entering the academic job market in particular. While the ACP's primary focus is on law teaching positions within the United States, it is pleased to assist students who seek positions in other countries as well.

If you intend to pursue a career in law teaching, your first step should be to access the ACP website, at [its.law.nyu.edu/acp/content](http://its.law.nyu.edu/acp/content), and complete the ACP registration form. The registration form allows the ACP to personalize the support you receive, and to contact you about relevant upcoming events and employment opportunities. In addition, it serves as a guide to building the credentials that are important to a law school appointments committee.

Once you have registered with ACP, you will be able to review the ACP website. The website provides information regarding the legal academic market, relevant credentials, and the importance of publishing. The website also discusses how to develop a scholarly agenda, refine your writing, and get your articles published. Finally, if you plan to attend the AALS Faculty Recruitment Conference,<sup>1</sup> the website contains information about the registration process, required materials, the conference, and the interview process.

The Academic Careers Program also provides counseling and conducts a number of programs ranging from a basic introduction to the law teaching market to a full day of workshops for each year's law teaching candidates. NYU School of Law is confident no other law school in the United States provides more resources for students interested in becoming law professors.

Our graduates obtain positions in the faculties of the finest law schools worldwide. In many cases, substantive experience in the legal world is essential to a successful entry into the academic world,

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<sup>1</sup> The Association of American Law Schools (AALS) facilitates the process by which the vast majority of entry level law professors are hired within the United States. The central event in this process is the yearly AALS Faculty Recruitment Conference, in which law schools interview hundreds of candidates in order to determine who will be invited by for a full day of interviews.

and NYU School of Law assists students with these opportunities as well. NYU School of Law is pleased to assist JSD students with applying to judicial clerkships (citizenship/status restrictions apply). Our graduates have clerked at the United States Supreme Court, the International Court of Justice in The Hague, and other prestigious clerkships across the globe. The availability of clerkship opportunities in the U.S. for international JSD students will depend largely on treaty agreements between the U.S. and the student's home country. The Office of Career Services and the Public Interest Law Center offer individual counseling sessions and also invite JSD students to participate in career panels, job search workshops and practice interview programs.

## **HOUSING & HEALTH INSURANCE**

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### ***Housing***

The Department of Residence Services, comprised of the Office of Residential Life and the Office of Facilities Services, strives to provide an environment which supports each student's studies at the law school through well-maintained facilities, community-enhancing activities, and policies and procedures that are comprehensive, easily understood, and equitable. The Department works to create an atmosphere where learning is fostered, diversity is embraced, and mutual respect for all members of the community is cultivated.

Students are offered the opportunity to live in a community-centered residence in a variety of living arrangements. Most incoming law students who request housing can be accommodated in one of two high-rise and three low-rise buildings. In contrast to most conventional dormitories, housing is apartment style. Most students are housed in a private bedroom in a two or three bedroom apartment. Family housing and one-person accommodations (studios and one-bedroom apartments) are available but limited in quantity.

As long as all payment and application deadlines are met, housing is virtually guaranteed for all entering students. Students are encouraged to apply online for on-campus housing. One may visit their Web site for complete information about housing options at <http://www.law.nyu.edu/depts/housing/index.html>.

### ***Health Insurance***

The JSD program provides coverage of the cost of NYU health insurance (comprehensive plan) for JSD students and candidates in residence. This coverage does not include costs associated with an upgrade, dental insurance, or coverage for any dependents. If a JSD student or candidate decides to waive NYU health insurance coverage he/she would not receive or otherwise be entitled to a refund for the basic health insurance credit. Students who receive equivalent health insurance from another source (government, spouse employment, etc.) should inform the Program and waive the NYU health insurance. Double insurance is not permitted. In case of doubt please consult with the JSD office.

## **JSD PROGRAM GOVERNANCE & STAFF**

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### ***Faculty Director***

The Faculty Director chairs the JSD Committee. The Faculty Director is responsible for overseeing the JSD Forum, assisting students with the identification of dissertation committee members, providing academic advice to all students and candidates in the program, and offering assistance with the academic job search, inter alia.

### ***The JSD Committee***

The JSD Committee is appointed by the Dean of the Law School. The principle function of the JSD Committee is to award the degree and decide on general policy issues.

### ***The JSD Manager***

The JSD Program Manager is appointed by the Faculty Director and is responsible for the academic and administrative management of the program. He or she may be contacted at [JSDCoordinator@nyu.edu](mailto:JSDCoordinator@nyu.edu).

## **CONTACT US**

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Doctor of Juridical Science Program  
22 Washington Square North, Room B11  
New York, NY 10011

Telephone: (212)992-6165

Web site: <http://www.law.nyu.edu/llmjsd/jsdprogram/index.htm>

Email: [JSDCoordinator@nyu.edu](mailto:JSDCoordinator@nyu.edu).



## **OTHER USEFUL ON-CAMPUS CONTACTS**

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Office of Graduate Affairs – LLM/JSD/MSL/Exchange

Furman Hall, Suite 340

Telephone: (212) 998-6015

Fax: (212) 995-4656 (fax)

Email: [law.graduateaffairs@nyu.edu](mailto:law.graduateaffairs@nyu.edu)

<https://www.law.nyu.edu/graduateaffairs>

Facilities Services for Academic Buildings

Furman Hall, LC-20

Telephone: (212) 995-3234

Fax: (212) 995-4528

Email: [lawfacilities@exchange.law.nyu.edu](mailto:lawfacilities@exchange.law.nyu.edu)

To submit a work request via the fix system, please use the following form:

<https://www.law.nyu.edu/operations/work-requests>

ITS support - Helpdesk

Vanderbilt Hall, Room 211

Telephone: (212) 998-6111

Email: [law.helpdesk@nyu.edu](mailto:law.helpdesk@nyu.edu)

<https://www.law.nyu.edu/technology/helpdesk>

Office of Residential Life

240 Mercer Street

New York, NY 10012

Telephone: (212) 998-6510

Facsimile: (212) 995-4033

Email: [law.reslife@nyu.edu](mailto:law.reslife@nyu.edu)

<https://www.law.nyu.edu/housing>

For more information regarding NYU School of Law policies and procedures please consult NYU School of Law Academic Policies Guide:

<https://www.law.nyu.edu/academicservices/academic-policies>