

# NEW YORK UNIVERSITY SCHOOL OF LAW

## Passing Grade Certification Request Form

Please complete this form and return it to the Office of Academic Services  
(law.acadservices@nyu.edu), Furman Hall, Suite 400.

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Student ID: N \_\_\_\_\_ Phone Number: \_\_\_\_\_

NYU email address: \_\_\_\_\_

\_\_\_\_\_  
Name of School Granting Degree

\_\_\_\_\_  
Mailing Address of School

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

### Registrar's Contact Information:

Name: \_\_\_\_\_ Phone No. \_\_\_\_\_

Email: \_\_\_\_\_ Fax No: \_\_\_\_\_

**Deadline to submit passing grade certifications:** \_\_\_\_\_

### COURSES TAKEN IN FINAL SEMESTER AT NYU SCHOOL OF LAW

Semester \_\_\_\_\_ Year \_\_\_\_\_ Exam ID# \_\_\_\_\_

Professor	Course Title	Credits	Exam or Paper	Exam/Paper Due Date	Date exam or paper will be submitted

Professors must be given at least three days to review your exam or paper in order to issue a passing grade certification. We cannot guarantee receipt of final grades or certification of passed courses by the deadline your school has requested. **You are responsible for requesting a final transcript be sent to your school.** STUDENTS MAY NOT TAKE EXAMS BEFORE THE SCHEDULED DATES.