

## REQUEST TO REGISTER FOR A LANGUAGE COURSE IN THE COLLEGE OF ARTS AND SCIENCES

For **full-time** LLM students only.

Please see the **University Academic Calendar** for deadlines:

<http://www.nyu.edu/registrar/calendars/university-academic-calendar.html>

Each semester, fifty **full-time** students will be able to register for a foreign language course in the College of Arts and Science. **These language classes are limited to beginning, intermediate and advanced classes in the College of Arts and Science.** The program is not open to language and literature courses or other types of disciplines combined. These courses are **not** offered for credit towards the degree. Law students enrolling in a language class are allowed to take a total of 19 credits with a credit increase request form and will not be charged additional tuition. For language course offerings and schedules, consult the [Albert Course Search](#).

You are permitted to select only one course and one alternate course. You should not register unless you are sure you will be able to complete the course work in conjunction with your Law School program. **Make sure your language course does not conflict in time with your other courses. Please contact the language department to see if permission is required.**

Many language departments require that you take a placement examination in order to register for foreign language courses beyond the "Elementary I" level. **Placement examinations will be given before the CAS semester begins.** If you submit a language request form before taking the placement exam, we will keep your request on file. Once we receive written confirmation that you have passed the exam, we will process your request. **For more information and the placement examination schedule, see the Placement Exams web page:** <http://cas.nyu.edu/content/nyu-as/cas/academic-programs/academic-support-services/placementexams.html>

Students selected do not have to pay additional tuition for the language course.

Please note the following:

- If registration for a language course increases your credit total for the semester beyond your maximum allowance, you must obtain permission from the Office of Academic Services. Students may not be registered for more than 18 credits.
- Language course credits do not count toward the minimum of 12 law school credits for J.D. students.
- Students will not be permitted to take the course on a credit/fail basis, even if permission to do so is received from the professor teaching the course.
- **Language courses cannot be added other than during the language request time period.**
- Credit received for completion of the course will not count toward the J.D. The course and the grade received in the course will be recorded on your transcript, along with the statement "not applicable to current program."
- The College also offers free, non-credit, informal language classes. More information is available at [www.nyu.edu/pages/speaking.freely](http://www.nyu.edu/pages/speaking.freely)

(over)

DATE: \_\_\_\_\_

NYU STUDENT ID #: N - \_\_\_\_\_

LAST NAME: \_\_\_\_\_

FIRST NAME: \_\_\_\_\_

NYU EMAIL ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

List the CAS language course you are interested in along with an alternative choice:

**First Choice**

Course No. \_\_\_\_\_ Credits: \_\_\_\_\_

Course Title: \_\_\_\_\_

Meeting Days & Times: \_\_\_\_\_

**Alternate**

Course No. \_\_\_\_\_ Credits: \_\_\_\_\_

Course Title: \_\_\_\_\_

Meeting Days & Times: \_\_\_\_\_

**If this course requires a permission code, you must obtain this from the Director of Undergraduate Studies of the language department:** \_\_\_\_\_

Your planned total credits (indicate semester), including language course: \_\_\_\_\_

If this number exceeds your maximum allowance, also submit a Credit Load Permission form (see <http://www.law.nyu.edu/graduateaffairs/llmforms>).

I understand that these language course credits will not apply towards the LLM degree. The courses I have selected do not conflict with my other course selections.

Student Signature: \_\_\_\_\_

**RETURN THIS FORM TO THE OFFICE OF GRADUATE AFFAIRS, LOCATED IN FURMAN HALL 340, OR VIA EMAIL: [law.graduateaffairs@nyu.edu](mailto:law.graduateaffairs@nyu.edu).**

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