

## PERMISSION TO INCREASE/DECREASE CREDIT LOAD

To register for fewer than 11 credits or more than 15 credits, students must obtain approval from the Office of Graduate Affairs. Please note that full-time LLM students who register for more than 30 credits will incur charges in addition to the flat rate charged each semester. The Law School requires all full-time students to register for a minimum of 11 credits per semester to maintain full-time student status. There are no exceptions to this minimum. If a student is approved for fewer than 11 credits in a semester, a full-time equivalency will be placed on the student's record, and the student will be responsible for full-time tuition.

**It is especially important for international students to note that in accordance with the US Department of Homeland Security (DHS), all international students must be registered for the full-time program within two weeks of the start of *Introduction to US Law*, or if they have waived out of *Introduction to US Law*, within two weeks of the first day of classes of the Fall semester. For the spring semester, students must be registered full-time within two weeks of the start of classes.**

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

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

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

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

FULL TIME \_\_\_ PART TIME \_\_\_ EXCHANGE \_\_\_

SPECIALIZATION: \_\_\_\_\_

Please check one:

\_\_\_ I would like to register for \_\_\_\_\_ credits in the \_\_\_\_\_ semester.

\_\_\_ I would like to graduate with more than 30 credits.

*Full-time students who are given permission to graduate with more than 30 credits will be charged on a per-credit basis for all credits in excess of 30. Courses not applicable towards the LLM degree (e.g., language courses) do not count towards this cap.*

Please indicate the reason for your request:

**RETURN THIS FORM WITH ATTACHMENTS 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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