

## ***Before you register for classes....***

- ✓ If you have a financial or immunization hold, you will not be permitted to register. Once the problem has been resolved and the hold has been removed, you will be permitted to register; *however*, no accommodations will be made to maintain your priority. You may check to see if you have a hold on your record by logging onto Banner and click on “Holds”. It is highly advisable to check a week prior to your assigned registration day.
- ✓ Students are not permitted to attend nor will receive credit for attending classes for which they are not officially registered. Students must register for classes as described in this booklet.

## ***On-Line Registration Procedures***

### **Instructions To Register for Courses** **Part I - Claiming Your Fordham AccessIT ID**

In order to register for courses, you will first need to claim your new Fordham AccessIT ID. You can do this by going to: <http://My.Fordham.Edu>. Select “First Time Users” underneath the Secure Access Login so that you can claim your ID that you will use to access this system.



**FORDHAM UNIVERSITY**  
THE JESUIT UNIVERSITY OF NEW YORK

### Secure Access Login

AccessIT ID:

Password:

Login

Cancel

Having problems logging in? [Click here.](#)

[Manage Your AccessIT ID](#)

### First Time Users

**Click Here to claim your AccessIT ID and set your password**

**Please [click here](#) for a step by step tutorial on how to claim your account**

### Forgot your password?

Reset your password by entering your AccessIT ID and clicking the "Forgot Password" button.

### Change Your Password

If you know your current password and want to change it, you may do that here.

You will need the following information:

## FORDHAM IDENTITY MANAGER

### Account Claim Process

Enter your legal First and Last Name, as found on your paycheck, diploma, or other official documents, as well as the last five digits of your Social Security Number, Date of Birth, and Zip Code in order to locate your record.

\*  First Name

\*  Last Name

\*  Last 5 of SSN

\*  Date of Birth  
mm/dd/yyyy

\*  Postal Code  
First 5 Characters

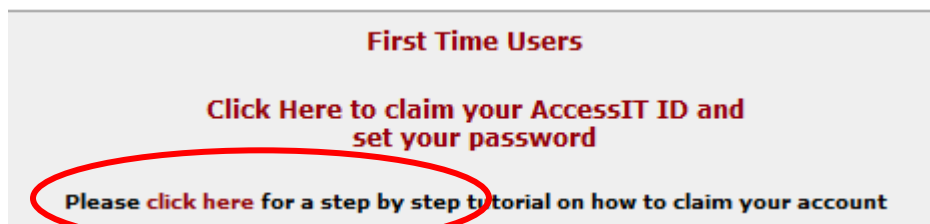
\* indicates a required field

- Your first name
- Your last name
- The last five digits of your Social Security Number (SSN)\*:
- Date of Birth in this format: mm/dd/yyyy
- Postal Code\*\*:

*\*Note, please enter the last five digits of your SSN if you have one. If you do not have an SSN, you will enter the last five digits of your Fordham Identification Number (FIDN). Your FIDN is xxxxxx. You will need this number throughout your time at Fordham Law even if you use your SSN for claiming your ID. So, please keep this number in a safe place where you can access it again.*

*\*\*Please enter the first five digits of your postal code if you applied with a US postal address. If you had an alphanumeric postal code or otherwise did not have a US postal code when you applied for admission, please use: 77777*

On the My.Fordham.Edu site there is a tutorial that walks you through the entire ID claiming process. Select, "Please **click here** for a step by step tutorial on how to claim your account" from underneath "First Time Users" to view this tutorial if you would like to view it.



Once you have claimed your ID you can now log into the system.

## Viewing Courses in Banner through My.Fordham.Edu

To view courses through My.Fordham.edu, please login to the system with the AccessIT ID and Password that you established through the steps above.

**Secure Access Login**

AccessIT ID:

Password:

Having problems logging in? [Click here.](#)

[Manage Your AccessIT ID](#)

Make sure that you are on the Student Tab and then select “Look Up Classes”. When June 1 arrives, you can select “Add or Drop Classes”, which gives you a similar menu, but then allows you to “Add” or “Drop” courses from your course schedule.

Home ERP/Confirmare **Student** Alumni Fordham Circle Faculty

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**Registration Tools**

- Registration Status
- Look Up Classes
- Add or Drop Classes

**Student Grades**


No Data Found

Select Another Term

**Oasis**

For Spring 2009 grades  
registrati  
Transcript Requi  
Address/Contact inf

Please be advised that y  
FIDN and CASIS pi

 LC

Select “Search by Term” and choose: “Fall 2009”. Select “Submit”.

Select Term or Date Range

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**Search by Term:**

None

OR

**Search by Date Range**  
( MM/DD/YYYY ):

From:  To:

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To retrieve all Law Courses, you must select every “subject”. Do this by selecting the first course, “Accounting”, holding down the shift key the entire time as you scroll the bar for this dialogue box to the last subject listed, “Women’s Studies” and select it with your mouse. You may now release the shift key.

Next, select “Law School” from “College:”. Then select “Class Search”.

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**Subject:**   
Visual Arts  
Women's Studies

**Course Number:**

**Title:**

**Schedule Type:**   
Dissertation  
Examination

**Credit Range:**  hours to  hours

**Campus:**   
Calder  
Lincoln Center

**Course Level:**   
GSS PHD (Semester)  
Graduate (Semester)

**College:**   
Non-date based classes only  
Graduate Sch of Social Serv  
Law School

**Instructor:**   
Abraham, Lawrence J.  
Abreu, Sergio

**Session:**   
Evening  
On-line courses

**Course Attribute Type:**   
2nd History Core Req  
Accounting Minor (FCRH)

**Start Time:** Hour  Minute  am/pm

**End Time:** Hour  Minute  am/pm

**Days:**  Mon  Tue  Wed  Thur  Fri  Sat  Sun

Class Search

Reset

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This will generate a list of all courses. Select a “CRN” or Course Registration Number to view more information.

**Accounting LAW**

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Instructor	Date (MM/DD)	Location	Attribute
NR	<a href="#">12015</a>	ACGL	0329	001	L	2.000	ACCOUNTING FOR LAWYERS	M	10:30 am-12:20 pm	Constantine Katsoris (P)	08/24-12/07	LS 211	Law JD Upper Level Courses and Law LLM Courses
NR	<a href="#">12902</a>	ACGL	0329	051	L	2.000	ACCOUNTING FOR LAWYERS	R	06:00 pm-07:50 pm	Constantine Katsoris (P)	08/24-12/07	LS 211	Law JD Upper Level Courses and Law LLM Courses

**Administrative LAW**

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Instructor	Date (MM/DD)	Location	Attribute
NR	<a href="#">12903</a>	ADGL	0302	001	L	3.000	ADMINISTRATIVE LAW	MW	10:30 am-12:20 pm	TBA	08/24-12/07	LS 204	Law JD Upper Level Courses and Law LLM Courses

**Antitrust**

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Instructor	Date (MM/DD)	Location	Attribute
NR	<a href="#">13108</a>	ATGL	0230	001	L	2.000	INTERNATIONAL CARTEL ENFORCEMENT: THE GLOBALIZATION OF	M	04:00 pm-05:50	Laurence T. Sorkin (P)	08/24-12/07	LS 207	Law JD Upper Level Courses and Law LLM

From within the listing of the course, you can also select “View Catalog Entry” to view the course description.

**Sections Found**  
**ACCOUNTING FOR LAWYERS - 12015 - ACGL 0329 - 001**

**Associated Term:** Fall 2009  
**Registration Dates:** Jun 01, 2009 to Aug 28, 2009  
**Levels:** Graduate (Semester), Juris Doctor, Master of Laws, Law (Non Degree)  
**Attributes:** Law JD Upper Level Courses, Law LLM Courses  
**Instructors:** Constantine Katsoris (P)

Lincoln Center Campus  
 Lecture Schedule Type  
 2.000 Credits  
[View Catalog Entry](#)

**Scheduled Meeting Times**

Type	Time	Days	Where	Date Range	Schedule Type	Instructors
Class	10:30 am - 12:20 pm	M	Law School Bldg. 211	Aug 24, 2009 - Dec 07, 2009	Lecture	Constantine Katsoris (P)

If you want to refine your search, you can do so back from the main search page by selecting additional criteria to limit your search. Please remember to have all subjects selected and to select the college "law school" in addition to any other criteria you would like to add.

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<b>Subject:</b>	<div style="border: 1px solid black; padding: 2px;"><div style="background-color: #003366; color: white; padding: 2px;">Urban Studies</div><div style="padding: 2px;">Visual Arts</div><div style="background-color: #003366; color: white; padding: 2px;">Women's Studies</div></div>
<b>Course Number:</b>	<input type="text"/>
<b>Title:</b>	<input type="text"/>
<b>Schedule Type:</b>	<div style="border: 1px solid black; padding: 2px;"><div style="background-color: #003366; color: white; padding: 2px;">All</div><div style="padding: 2px;">Dissertation</div><div style="background-color: #003366; color: white; padding: 2px;">Examination</div></div>
<b>Credit Range:</b>	<input type="text"/> hours to <input type="text"/> hours
<b>Campus:</b>	<div style="border: 1px solid black; padding: 2px;"><div style="background-color: #003366; color: white; padding: 2px;">All</div><div style="padding: 2px;">Calder</div><div style="background-color: #003366; color: white; padding: 2px;">Lincoln Center</div></div>
<b>Course Level:</b>	<div style="border: 1px solid black; padding: 2px;"><div style="background-color: #003366; color: white; padding: 2px;">All</div><div style="padding: 2px;">GSS PHD (Semester)</div><div style="background-color: #003366; color: white; padding: 2px;">Graduate (Semester)</div></div>
<b>College:</b> Non-date based classes only	<div style="border: 1px solid black; padding: 2px;"><div style="background-color: #003366; color: white; padding: 2px;">Graduate Sch of Rel &amp; Rel Educ</div><div style="padding: 2px;">Graduate Sch of Social Serv</div><div style="background-color: #003366; color: white; padding: 2px;">Law School</div></div>
<b>Instructor:</b>	<div style="border: 1px solid black; padding: 2px;"><div style="background-color: #003366; color: white; padding: 2px;">All</div><div style="padding: 2px;">Abraham, Laurence J.</div><div style="background-color: #003366; color: white; padding: 2px;">Abreu, Sergio</div></div>
<b>Session:</b>	<div style="border: 1px solid black; padding: 2px;"><div style="background-color: #003366; color: white; padding: 2px;">All</div><div style="padding: 2px;">Evening</div><div style="background-color: #003366; color: white; padding: 2px;">On-line courses</div></div>
<b>Course Attribute Type:</b>	<div style="border: 1px solid black; padding: 2px;"><div style="background-color: #003366; color: white; padding: 2px;">All</div><div style="padding: 2px;">2nd History Core Req</div><div style="background-color: #003366; color: white; padding: 2px;">Accounting Minor (FCRH)</div></div>
<b>Start Time:</b>	Hour <input type="text" value="00"/> Minute <input type="text" value="00"/> am/pm <input type="text" value="am"/>
<b>End Time:</b>	Hour <input type="text" value="00"/> Minute <input type="text" value="00"/> am/pm <input type="text" value="am"/>
<b>Days:</b>	<input type="checkbox"/> Mon <input type="checkbox"/> Tue <input type="checkbox"/> Wed <input type="checkbox"/> Thur <input type="checkbox"/> Fri <input type="checkbox"/> Sat <input type="checkbox"/> Sun
<div style="display: flex; justify-content: center; gap: 10px;"><div style="border: 1px solid black; padding: 5px 15px;">Class Search</div><div style="border: 1px solid black; padding: 5px 15px;">Reset</div></div>	

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## Registering for Courses in Banner through My.Fordham.Edu

On June 1, you can now select “Add or Drop Classes” to register for courses. If you would like a tutorial about how to register, please select from underneath, “Fall 2009 Student Registration Tutorial”, “Click here to view”.

The screenshot displays the My.Fordham.Edu website interface. At the top, there are navigation tabs: Home, ERP/Confirmare, Student (highlighted), Alumni, Fordham Circle, and Faculty. The date May 14, 2009 is shown in the top right corner. The main content area is divided into three columns. The left column contains a 'Registration Tools' section with links for 'Registration Status', 'Look Up Classes', and 'Add or Drop Classes'. Below this is a 'Student Classes' section with 'No Data Found' and a search box with a 'Go' button. The middle column is titled 'Oasis' and contains text for Spring 2009 and Summer 2009 registration, along with a 'LOGIN' button featuring a key icon. The right column is titled 'Fall 2009 Student Registration Tutorial' and includes a 'Click here to view' link and two bullet points: 'Banner Registration Quicktips' and 'Banner Browser Compatibility'. Yellow arrows point to the 'Add or Drop Classes' link in the left column and the 'Click here to view' link in the right column.

### Where to go for HELP

If you have issues with:

Claiming your ID or accessing My.Fordham.Edu - Call the University Help Desk @ 718-817-3999.

# Academic Rules & Regulations

## UPPER LEVEL ELECTIVE CLOSED COURSES

There is **NO** Wait-List for all upper level electives, with the exception of **Advanced Legal Writing, Advanced Legal Research, Advanced Business Law, Trial Advocacy, Introduction to the Deal, and Fundamental Lawyering Skills** courses. Closed courses will reopen for registration on OASIS as seats become available. Once the open seats are filled, the course will close again, unless additional seats open up. This process will continue until the add/drop period closes on the Friday of the first week of the semester classes at 6:00 p.m. If you are interested in registering for a closed course, it is recommended that you check its status regularly, especially during the first week of classes. In our experience, many seats open up near the end of the process.

**Some courses have seats held for LL.M. and evening students. If a course appears open to registration but a message appears "closed by restriction", it is due to the held seats. Held seats will be released one month prior to the start of the upcoming semester. At that time, any of the held seats that remain open will be made available for registration by all students.**

## **CLOSED ADVANCED LEGAL WRITING, ADVANCED LEGAL RESEARCH, ADVANCED BUSINESS LAW, INTRODUCTION TO THE DEAL, TRIAL ADVOCACY, & FUNDAMENTAL LAWYERING SKILLS COURSES**

If an **ADVANCED LEGAL WRITING, ADVANCED LEGAL RESEARCH, ADVANCED BUSINESS LAW, INTRODUCTION TO THE DEAL, TRIAL ADVOCACY, OR FUNDAMENTAL LAWYERING SKILLS** course becomes closed, you may place your name on a wait list. Wait lists can be accessed from the Registrar's web page. The wait lists are managed by the Registrar's Office only and any other list such as one kept by the professor will not be used. **Do not** approach a professor to attempt to get into a wait-listed class. **The faculty cannot override the wait list process.**

Selection from a wait list will be based on class priority, but within each class will be done randomly, **NOT** "first come, first serve". The selection process will be ongoing **until one month prior to the start of the upcoming semester**. As spots become available, the Registrar's office will notify students by **Fordham email** only if they have been selected for a seat.

At the end of the waitlist, students will be responsible for checking the status of these courses and registering themselves for any available seats.

Class priority for closed courses is as follows:

### **DAY COURSES**

**(SCHEDULED BETWEEN 8:00AM & 5:50PM):**

LLM Students  
3-D; 4-E Students  
2-D Students  
3-E Students  
2-E Students

### **EVENING COURSES:**

**(SCHEDULED 6:00PM & THEREAFTER):**

LLM Students  
4-E Students  
3-D Students  
3-E Students  
2-E Students  
2-D Students

### **TO PLACE YOUR NAME ON A WAIT LIST: (ON BANNER)**

If a wait-list class is closed at its cap, you will have the option to submit your request to be placed on a waitlist on Banner. You will be notified via email if a seat opens to offer you a seat in a wait-list class. We suggest you periodically check your email accounts throughout the summer for offers.

## **WAITLIST SEAT OFFERS**

If a spot becomes available, you will be notified by e-mail, using your ***Fordham email address only***. You will have **24 hours from the time of notification** to inform the Registrar's Office that you will take the spot by **emailing [waitlist@law.fordham.edu](mailto:waitlist@law.fordham.edu)**. To verify if you have been added to a course, use OASIS to view your class schedule.

## **TERMINATION OF THE WAIT LIST FOR ADVANCED LEGAL WRITING, ADVANCED LEGAL RESEARCH, INTRODUCTION TO THE DEAL & TRIAL ADVOCACY & FUNDAMENTAL LAWYERING SKILLS COURSES**

**On the Friday, of the first week of semester classes, the Wait List procedure will**

**TERMINATE.** After that date, as seats become available in closed Advanced Legal Writing, Advanced Legal Research, Advanced Business Law, Introduction to the Deal, Trial Advocacy & Fundamental Lawyering Skills courses, the courses will reopen for registration on BANNER as they do for all other courses.

## ADVANCED LEGAL WRITING CLASSES

**Important:** **A student may enroll in only one Advanced Legal Writing course each semester.** In addition, a student may not repeat any advanced Legal Writing course (all sections of Commercial Drafting count as the same course). The only Advanced Legal Writing course offered that satisfies the Upper-Class Writing Requirement is Public Interest Writing Seminar.

### **Rules for dropping Advanced Legal Writing courses:**

1. Students may **not** drop an Advanced Legal Writing course after 2 weeks prior to the start of the semester except with the permission of the Associate Dean for Academic Affairs. **Such a request must be made no later than 24 hours after the first class meeting.**
2. Students who drop Advanced Legal Writing course may **not** take another Advanced Legal Writing course in that semester except with the permission of the Associate Dean for Academic Affairs.

Please review the policy for adding and dropping any advanced writing classes. Once open seats are filled, the courses will close again, unless additional seats open up. **After two weeks prior to the start of the semester, students will be responsible for checking the status of courses and registering themselves for any available seats in Advanced Legal Writing courses.** If you are interested in registering for a closed course, it is recommended that you check its status regularly, especially during the first week of classes. In our experience, many seats open up near the end of the process.

## RESIDENCY RULES

No student in the day division may take fewer than 12 hours or more than 16 hours per semester without special permission. No student in the evening division may take fewer than 8 hours per semester, or more than 12 hours per semester, without permission. In each case, permission may be granted by the Dean or the Dean's delegate (in this instance, the Associate

Dean for Academic Affairs). To graduate, students must receive residency credit for 6 full-time semesters or 8 part-time semesters or the equivalent. To receive residency credit, full-time students must pass at least 10 hours of courses per semester; part-time students must pass at least 8 hours of courses per semester. Additional credit earned in one academic semester or summer session will not permit a student to take fewer than the minimum credit hours per semester thereafter.

Full-time students must schedule classes principally between the hours of 9:00am and 6:00pm. Classes for first year students meet over five days per calendar week. A student **MUST** schedule in at least **one** of the upper-class semesters on **four** days per week to satisfy the Court's requirement regarding class scheduling for a full-time program, with the remaining upper-class semesters scheduled with classes at least three days per week. **Under no circumstances should any Full-time or Part-time student be taking classes less than three days per calendar week.**

For residency purposes scheduled classes do **not** include journal and moot court activities (even where academic credit is given), independent studies, field placements in clinics and externships. However, regularly scheduled meetings with clinic faculty which are communicated to the registrar by the end of the add/drop period shall satisfy the residency requirement.

**If you have any questions about these rules, please stop by the Office of the Registrar.**

## EMPLOYMENT

(ADD LINK:

<http://law2.fordham.edu/ihtml/reg-2acaregs.ihtml?id=185>

**A student may not engage in employment for more than 20 hours per week in any semester in which the student is enrolled in more than 12 class hours.**

## UPPER-CLASS JD WRITING REQUIREMENT

As a prerequisite to graduation, each student must complete a program of supervised analytic writing subsequent to the first year curriculum. Unless the Associate Dean otherwise approves, **a student must complete this requirement no later than the end of the first semester of the student's graduation year.**

To satisfy the upper-class writing requirement, the student must complete a significant research and writing project under faculty supervision. The student must present a topic proposal for faculty

approval, submit an outline and rough draft for faculty comment, and submit a final paper that **(1)** demonstrates significant research and original analysis; and **(2)** is well organized, carefully presented and clearly written. The final paper must be at least 25 double-spaced typewritten pages including footnotes or, at the discretion of the supervising faculty member, another single work of equivalent magnitude in an electronic medium.

A student may complete the research and writing project in connection with: **(1)** a course or seminar that has a paper requirement or paper option and is offered by a member of the full-time faculty or by an adjunct professor who has been approved to supervise writing projects for that academic year; or **(2)** an "independent study" with a member of the full-time faculty.

A student enrolled in a two credit seminar may, with the faculty member's permission, receive one independent credit (in addition to the two credits for the seminar) for submitting a paper that the faculty member certifies has (a) satisfied the writing requirement and (b) involved substantially more work than was required to satisfy the course.

**Registration:** (A student must file with the Registrar, within two weeks of the start of semester classes, a Notice of Intent to Satisfy the Upper-Class Writing Requirement to satisfy the writing requirement. **Complete and submit this online form via: [law.fordham.edu/registrar](http://law.fordham.edu/registrar)** (click on Downloadable & Online forms on the left)

**Faculty certification:** For writing credit to be granted, the supervising faculty member must certify to the Registrar that the student **(1)** presented a topic proposal and received comments from the faculty member on interim work including an outline and rough draft; and **(2)** submitted a final paper that in the faculty member's independent judgment meets the standards of the writing requirement. Upon certification by the supervising faculty member, the Registrar shall record on the student's transcript that the writing requirement has been satisfied. **FACULTY MAY SUPERVISE ONLY 25 PAPERS IN TOTAL FOR THE WRITING REQUIREMENT IN A SINGLE SEMESTER.**

**Submission of course or seminar paper that fails to satisfy the JD writing requirement:**  
Should a student's course or seminar paper fail to satisfy the writing requirement in the judgment of the supervising faculty member, the student shall be ineligible to receive writing credit but may at the discretion of the instructor receive course credit. In such event, the student may, at the discretion of the instructor, continue to work on the research and

writing project in the following semester to satisfy the upper-class requirement, provided that such additional work not be counted toward course credit or toward the grade for the course.

**Preparation of paper for publication in a student-edited journal:** At the discretion of the faculty member supervising the course, seminar, or independent study, a student may satisfy the writing requirement by preparing a paper intended for publication in a student law journal and may receive student editorial input concurrently with faculty supervision, provided that all elements of the upper-class writing requirement are satisfied.

### **LL.M. WRITING REQUIREMENT**

All candidates for the LL.M. degree must complete an analytical writing program before they can graduate. All writing for this requirement will be faculty supervised, meaning students must present a topic proposal for faculty approval and submit an outline and rough draft for faculty comment. The completed work must demonstrate significant research and original analysis and be well-organized, carefully presented, and clearly written.

The writing requirement can be satisfied either by:

1. Successfully completing one master's thesis (3 credits) under supervision of full-time faculty members. A thesis may only be selected after the completion of one semester. In order for the thesis to count toward your 16 program credits, it must be in your area of concentration.
2. Successfully completing one project either in connection with (a) a course or seminar that has a paper requirement or paper option and that is listed in the schedule of classes as satisfying the writing requirement or (b) an "independent study" with a full-time faculty member.

The project must satisfy the Law School's independent study or seminar requirements and the final paper must be 25 double-spaced typewritten pages including footnotes or, at the discretion of the supervising faculty member, another single work of equivalent magnitude in an electronic medium.

#### **Registration -**

(A student must file with the Registrar, within two weeks of the start of semester classes, a Notice of Intent to Satisfy the Upper-Class Writing Requirement to satisfy the writing requirement. **Complete and submit this online form via: [law.fordham.edu/registrar](http://law.fordham.edu/registrar)** (click on Downloadable & Online forms on the left)

## Faculty Certification

For writing credit to be granted, the supervising faculty member must certify to the Registrar that the student (1) presented a topic proposal and received comments from the faculty member on interim work including an outline and rough draft; and (2) submitted a final paper that, in the faculty member's independent judgment meets the standards of the writing requirement. Upon certification by the supervising faculty member, the Registrar shall record on the student's transcript that the writing requirement has been satisfied. **FACULTY MAY SUPERVISE ONLY 25 PAPERS IN TOTAL FOR THE WRITING REQUIREMENT IN A SINGLE SEMESTER.**

### **Submission of course or seminar paper that fails to satisfy the requirement:**

Should a student's course or seminar paper fail to satisfy the LL.M. writing requirement in the judgment of the supervising faculty member, the student shall be ineligible to receive writing credit but may at the discretion of the instructor receive course credit. In such event, the student may, at the discretion of the instructor, continue to work on the research and writing project in the following semester to satisfy the LL.M. writing requirement provided that such additional work not be counted toward course credit or toward the grade for the course.

### **INDEPENDENT STUDY**

Students who have completed their first year of law school may earn up to two credits per semester for independent academic work under the supervision of a member of the full-time faculty or an adjunct professor who has been approved to supervise writing projects during the academic year. Such projects are arranged by consultation between the student and the particular member of the faculty.

To register for credit for independent study, the student must file with the Registrar, before the end of the semester's add/drop registration period, a Request to Register for Independent Study form signed by the supervising faculty member. Forms are available via:

**Downloadable & Online Forms at:**  
**[law.fordham.edu/registrar](http://law.fordham.edu/registrar)**

(click on Downloadable & Online forms on the left)

The notice must contain a summary of the proposed study. To receive independent study credit, the supervising faculty member must certify that the student that the student satisfactorily completed the proposed study.

The norm for two credits for independent study shall be the completion of a significant research and writing project in accordance with the upper-class writing requirement.

With the approval of the Associate Dean, a student may undertake a three credit independent study which must involve a more substantial project than would be undertaken to satisfy the upper-class writing requirement. A copy of the completed paper must be submitted to Associate Dean Diller at the end of the semester.

A student enrolled in a two credit seminar may, with the faculty member's permission, receive one independent credit (in addition to the two credits for the seminar) for submitting a paper that the faculty member certifies has (a) satisfied the writing requirement and (b) involved substantially more work than was required to satisfy the course.

### **NOTE:**

**Independent Studies are due no later than the last day of classes for the semester.**

For further information about independent study, see the memorandum from Associate Dean Sheila Foster.

### **ELECTIVE COURSES**

**(UPPER LEVEL STUDENTS ONLY)**

(link to: <http://law2.fordham.edu/ihtml/reg-2acaregs.ihtml?id=185>)

**Upper Level Course Requirements**

### **PROFESSIONAL SKILLS REQUIREMENT**

This new requirement will go into effect for **all 2-D & 2-E students entering their second-year in Fall 2008. Prior to graduation, all J.D. students of the Class 2010 and 2011 must complete a designated Professional Skills Course.** A recent A.B.A. standard requires that "each student receive substantial instruction in other professional skills generally regarded as necessary for effective and responsible participation in the legal profession." The Law School will enforce this standard by requiring that each student take one upper-level skills course prior to graduation. Courses satisfying this requirement will be so noted on Banner as an attribute for the course.

**In addition to completing the upper level writing requirement and professional skills requirement, prior to graduation all students are required to take Corporations and a course satisfying the Professional Responsibility requirement. Evening students are also required to take Civil Procedure and Constitutional Law by the end of their second year. Students may complete the**

remainder of their coursework through the School's elective offerings.

In accordance with the New York State Court of Appeals Rule 520.3(c)(1)(I), a maximum of 20 upper class credit hours in "clinical and like" courses will be credited toward graduation requirements. **Only** credit for **fieldwork** in live-client clinic courses and one of the two credits for externships count against the twenty hours. Students may elect up to two clinical externships courses per year, one each semester, subject to a maximum of three such courses, with the approval of Professor Beth Schwartz, during the course of studies at the Law School.

Evening students may, if they can so arrange their schedules, take any course which is offered in the day division. Evening students will be given preference in courses offered in the evening division.

Most classes are now offering the option of laptop exams and Internet access take-home exams, at the discretion of the professor.

#### **PAPERS**

**Add link to academic reg. at**  
<http://law2.fordham.edu/ihtml/reg-2acaregs.ihtml?id=185#5>

Required papers in a course or seminar must be submitted **no later than the last day of classes for the semester.**

In individual cases of hardship, the deadline may be extended by the professor, but in no event may a paper be submitted later than the last day of examinations for that semester without written approval prior to that date by the Dean or the Dean's delegate [in this instance, Associate Dean for Academic Affairs]. Failure to meet the deadline for submission of a paper will constitute failure of the course or seminar by the student.

**Failed elective paper courses:** A student may pass a paper course which he or she failed by later writing a paper that receives a passing grade. Such papers may be submitted when the instructor requires, but in any event no later than the end of classes in the following semester. The student's transcript will reflect both the initial failing grade and the grade on the resubmitted paper. The average of the two grades will be used in computing the student's grade point average.

#### **REQUIREMENTS FOR THE DOCTOR OF LAW (J.D.) DEGREE**

**Add link to; academic regulations at**  
<http://law2.fordham.edu/ihtml/reg-2acaregs.ihtml?id=185#2>

#### **ATTENDANCE REGULATIONS**

**Add link to academic regulations at**  
<http://law2.fordham.edu/ihtml/reg-2acaregs.ihtml?id=185#2>

#### **TRANSFERRING TO THE DAY DIVISION AFTER FIRST YEAR EVENING—ALL CREDITS EARNED THROUGH SUMMER COURSES AT FORDHAM**

**Add link to academic regulations at**  
<http://law2.fordham.edu/ihtml/reg-2acaregs.ihtml?id=185#15>

#### **TRANSFERRING TO THE DAY DIVISION — OTHER SITUATIONS**

**Add link to academic regulations at**  
<http://law2.fordham.edu/ihtml/reg-2acaregs.ihtml?id=185#15>

#### **EARLY GRADUATION—**

**Add link to academic regulations at**  
<http://law2.fordham.edu/ihtml/reg-2acaregs.ihtml?id=185#16>

#### **RULES GOVERNING EXAMINATIONS, GRADES AND HONORS**

**Add link to academic regulations at**  
<http://law2.fordham.edu/ihtml/reg-2acaregs.ihtml?id=185#21>

**TAKE-HOME EXAMINATIONS:** Last day to submit answers to take-home examinations is the last day of semester scheduled exams at 8:30 p.m. unless the professor has required an earlier due date.

**MAKE-UP EXAMINATIONS:** Make-up examinations to be determined each semester prior to the final exams for the semester

**SPECIAL NOTE:** Any Incomplete (INC) or No Grade (NGR) remaining on a student's record the semester following the end of an examination period will be converted to an "F".

#### **LL.M. GRADING SYSTEM**

**Add link to LLM webpage at**  
<http://law2.fordham.edu/llmprogram.htm>