

Handbook for LL.M. and M.S.L. students



2022-2023

**OFFICE OF INTERNATIONAL
AND NON-J.D. PROGRAMS**



FORDHAM UNIVERSITY

THE SCHOOL OF LAW

OFFICE OF INTERNATIONAL AND
NON-J.D. PROGRAMS

Dear Fordham Law Graduate Student:

Welcome to the Fordham University School of Law.

This Handbook for in-person LL.M. M.S.L. Students is designed to better acquaint you with Fordham Law School and our graduate programs. Following some general information, this Handbook sets forth course selection and other useful information for LL.M. and in-person M.S.L. students. Please read it carefully, and refer to it whenever you have a question.

Students enrolled in the online version of the M.S.L. program should refer to the [Handbook for Online M.S.L. Students](#).

We are thrilled to welcome you to Fordham University School of Law and to our very talented and special community of graduate students. We are sure that each of you will have a most wonderful and fulfilling academic, intellectual, and personal adventure.

A handwritten signature in black ink that reads "Cecilia Caldeira".

Cecilia Caldeira
Assistant Dean of International and Non-J.D. Programs

A handwritten signature in black ink that reads "Anthony Agolia".

Anthony Agolia
Senior Director of International and Non-J.D. Programs

A handwritten signature in black ink that reads "Martin Slavens".

Martin Slavens
Director of Graduate Admissions

150 WEST 62ND STREET, ROOM 8-131 NEW YORK, NY 10023
TEL: 212.636.6883 FAX: 212.636.6922
EMAIL: LLM@LAW.FORDHAM.EDU; MSL@LAW.FORDHAM.EDU
LAW.FORDHAM.EDU/LLM • LAW.FORDHAM.EDU/MSL

FORDHAM LAW SCHOOL
OFFICE OF INTERNATIONAL AND NON-J.D. PROGRAMS

150 WEST 62 STREET
ROOM 8-131
NEW YORK, NY 10023

LL.M. PROGRAM: LLM@LAW.FORDHAM.EDU

M.S.L. PROGRAM: MSL@LAW.FORDHAM.EDU

212.636.6883 (TEL)

212.636.6922 (FAX)

OFFICE HOURS:¹

MONDAY THROUGH FRIDAY

9:00 A.M. – 5:00 P.M.

For questions or appointments, please contact:

Anthony Agolia
Director of International and Non-J.D. Programs
aagolia@law.fordham.edu

For appointments, please click [here](#); if no convenient hours are available, please send an email to request an appointment.

Please review this handbook and relevant webpages before asking questions!

¹ The office is closed most Fridays in the summer and may close occasionally at other times.

ABOUT THE HANDBOOK FOR LL.M. AND M.S.L. STUDENTS

This Handbook is designed to address many of the questions you will have as a student at Fordham Law School. You should keep this book handy and refer to it whenever you have a question before consulting program staff.

This Handbook is intended to supplement the rules and policies of [Fordham Law School](#) and [Fordham University](#) as set forth on their official websites. While the Handbook highlights some of the rules and policies that may be of particular import to LL.M. and M.S.L. students, it is not a substitute for a careful reading of these policies. Students are expected to have read all policies on these websites, specifically the following:

- [Student Handbook for Fordham University](#);
- [Academic Regulations of the Law School](#);
- [Student Conduct and Grievance Procedures](#); and
- [Code of Academic Responsibility](#).

Throughout this Handbook, you will find numerous references to websites. In the electronic version of this Handbook, the text will be hyperlinked to the relevant website; if you are using a print version of the Handbook, you will find the web addresses in footnotes. The electronic version of the Handbook can be found at

<https://www.fordham.edu/media/home/schools/school-of-law/pdfs/graduate-student-handbook-accessible.pdf>

TABLE OF CONTENTS

I. GENERAL INFORMATION FOR LL.M. AND M.S.L. STUDENTS	1
A. Communication	1
1. Email	1
2. LawNET and Electronic Newsletters	1
3. Academic Calendar	2
4. Class Cancellations Hotline	2
5. Meetings with Faculty and Staff	2
B. Updating Personal Information	3
1. Updating Contact Information/Address Changes	3
2. Name Changes	3
3. Amendments to Law School Application	3
C. Technology	4
1. General Information	4
2. The Fordham University Portal – my.fordham.edu	4
3. LawNET	4
4. Westlaw (including TWEN), LexisNexis, and Bloomberg Services	5
D. Bar Examination (LL.M. Students Only)	5
1. Advanced Evaluation for Foreign-Trained LL.M. Candidates	5
2. Pro Bono Requirement for Admission to the New York Bar	6
3. Curricular Requirements	7
4. LL.M. New York Bar Examination Application (Certificate of Attendance & Handwriting Specimen)	8
5. Application for Admission to Practice as an Attorney and Counselor-at-Law	8
E. Services for LL.M. and M.S.L. Students	9
1. Career Planning	9
2. Business Cards	9
3. Graduate Academic Support Program (GASP)	9
4. Fordham Law Alumni Association Affinity Groups	10
5. LL.M. Alumni Ambassadors	11
6. First Semester Mid-Semester Meetings	11
F. Campus Resources	11
1. Law Library	11
2. Office of International Services (OIS)	11
3. The Public Interest Resource Center	14
4. Transcripts	14
5. Lockers	14
6. Recorded Lectures	15
7. Free Movie Tickets	14
8. Health Services	14
9. Counseling and Psychological Services (CPS)	15
10. Food Services	16
11. Discounted Parking	15
12. Fitness Center	16
13. The Princeton Club	17

14. Bookstore	16
15. Disability Services	16
16. Ram Van	16
17. New York City Identification Card	17
II. THE LL.M. DEGREE: CREDITS, PROGRAMS, AND COURSE SELECTION	18
A. Number of Credits	18
1. Number of Credits for Degree	18
2. Full-Time Students	18
3. Part-Time Students	18
4. Switching from Full-Time to Part-Time or Part-Time to Full-Time	20
5. Summer Courses	20
6. Winter courses	20
7. Residence Requirement/Summer Study Abroad	21
B. Course Requirements and Selection	21
1. Required Courses for International Students	21
2. Quantitative Methods for Graduate Students	23
3. Program-Specific Requirements	22
4. Writing Requirement, Professional Skills, Experiential Course Option	23
5. Dual-Concentration Option	25
6. Switching LL.M. Programs	26
7. General Information about Courses	26
8. Courses Not Approved for LL.M. Students	27
9. Prerequisites and Co-Requisites	27
10. Helpful Course for Students Planning to Sit for the New York State Bar Examination	29
11. Clinical Courses	28
12. Externships	29
13. Advice about Course Selection	31
14. Waivers	31
C. Exchange Students and Double Degree Students	32
III. THE M.S.L. DEGREE: CREDITS, PROGRAMS, AND COURSE SELECTION	33
A. Number of Credits	33
1. Number of Credits for Degree	33
2. Full-Time Students	33
3. Part-Time Students	33
4. Summer Courses	33
5. Winter Courses	34
6. Residence Requirement/Summer Study Abroad	34
7. Time to Completion	34
B. Course Requirements	34
1. Required Courses for all M.S.L. Students	34
2. Program-Specific Requirements	34
3. Thesis/Capstone	35
4. General Information about Courses	35

5.	Prerequisites and Co-Requisites	35
6.	Externships	35
7.	Advice about Course Selection	36
8.	Waivers	36
9.	Credits Not Transferable to J.D. Program	36
IV. COURSE REGISTRATION		37
A.	Timing and Manner of Registration	37
B.	Registration Procedure	37
C.	Registration Holds	38
D.	Closed Courses	38
E.	Add/Drop Period	39
F.	Wait List	40
G.	Initial Assignments	40
H.	Textbooks	40
I.	Auditing Courses	40
J.	CLE Credits	41
V. EXAMINATIONS, PAPERS, AND GRADING		42
A.	Examinations and Papers	42
1.	General Information about Examinations and Papers	42
2.	Using a Computer for Examinations	42
3.	Illness During Exam Period	43
4.	Examination Conflicts or Excusals for Religious or Other Reasons	43
5.	Closed/Open Book In Class Exams; Use of Dictionaries in Examinations	44
B.	Grading and Honors Policy	44
1.	Grading System	44
2.	Grading Curve	45
3.	Grading for Externships and Independent Study Projects	45
4.	Class Standing/GPAs	45
5.	Honors	45
VI. FORDHAM UNIVERSITY SCHOOL OF LAW RULES AND POLICIES		47
A.	Ethical Standards and Student Discipline	47
1.	Overview	47
2.	Cheating	47
3.	Plagiarism	48

4.	Social Media and Other Platforms	49
B.	Class Attendance	49
C.	Failing Grades	49
D.	Select Other Rules	50
1.	Employment	50
2.	Leaves of Absence	50
3.	Transfer from One Division to Another (Part- or Full-Time)	51
4.	Recording Classes	51
5.	Changes in Graduation Date	51
VII.	FINANCE AND FINANCIAL AID	52
A.	Tuition	52
B.	Making Payments	52
C.	Financial Assistance	53
1.	Government Loan Programs	53
VIII.	STUDENT ORGANIZATIONS, EVENTS AND ACTIVITIES	55
A.	School-Wide Student Programs and Activities	55
1.	Student Bar Association (SBA)	55
2.	The Global Law Society	55
3.	Law Journals (LL.M. students only)	55
4.	Other Student Organizations	55
5.	Conferences and Other Programs	56
B.	International and Non-J.D. Programs Activities and Opportunities	56
1.	Fordham Law School Graduate Student "Buddy" Program	56
2.	Legal Language Classes (LL.M. Student Language Instructors)	56
3.	Informal LL.M. and M.S.L. Class Representatives	56
IX.	COMMENCEMENT AND RELATED ACTIVITIES	58
A.	Graduation Application and Audit	58
1.	Step One: Graduation Application	58
2.	Step Two: Graduation Audit Form	58
B.	Ceremonies	58
1.	University Commencement	59
2.	Law School Diploma Ceremony	59
C.	Academic Attire	59
D.	Diplomas	59

E. Awards for LL.M. and M.S.L. Students	60
1. LL.M. Student Awards for Academic Achievement	60
2. M.S.L. Student Awards for Academic Achievement	60
3. Graduate Student Community Prize	60

APPENDIX A: FORDHAM LAW SCHOOL AND UNIVERSITY CONTACT INFORMATION

APPENDIX B: PLACES TO EAT NEAR/AT FORDHAM LAW SCHOOL

APPENDIX C: SELECT BAR ASSOCIATIONS

I.

GENERAL INFORMATION FOR LL.M. AND M.S.L. STUDENTS

A. Communication

Members of the Fordham Law School faculty and administration contact students in a variety of ways. Students are required to read and respond to (as appropriate) all information sent to them, regardless of the method of communication. In order to ensure that they receive all of these important communications, students are required to update their contact information on my.fordham.edu as necessary to reflect any changes in name, address, phone number, etc.

1. Email

The Law School and the University use email as a primary means of communication for contacting students. All LL.M. and M.S.L. students have been assigned Fordham Law School (@law.fordham.edu) and Fordham University (@fordham.edu) email addresses, which they can access through a single account on the Gmail platform on fordham.edu or by going to gmail.fordham.edu.

Students are reminded that they must check their Fordham email often (at least once per day) as all Law School and University related emails will be sent to those accounts. Students are responsible for the information sent via these accounts. If you wish, you may [forward your Fordham email to a personal email account](#) that you check regularly; the [Law School Help Desk](#) can assist you with this.

Additional information about Fordham email can be found on the [Law School's Information Technology webpage](#).

2. LawNET and Electronic Newsletters

Students are expected to review LawNET and various weekly e-newsletters on a timely basis and follow all applicable instructions and deadlines. Students who do not have LawNET access or do not receive these newsletters during the first week of classes should contact llm@law.fordham.edu or msl@law.fordham.edu as appropriate to ensure that they are on the distribution lists.

a. LawNET

The International and Non-JD Programs Office will post important and time-sensitive announcements, information about law school and off-campus events, important deadlines, writing competitions, employment and externship opportunities, fellowships, and scholarships, in LawNET on a regular basis. It is critical that you review LawNET on a regular basis so that you do not miss important events or deadlines. You will be responsible for reading and understanding the information posted therein.

b. *The Weekly Brief (Student Affairs)*

The Office of Student Affairs distributes a weekly e-newsletter called *The Weekly Brief* to all law students listing important information and deadlines, as well as upcoming events.

c. *PIRCUp!*

Students who have an interest in public sector employment or volunteer opportunities and students seeking to fulfill the [50 hour pro bono requirement for admission to the New York bar](#) should review the Public Interest Resource Center's weekly e-newsletter, *PIRCUp!* We also recommend that you consult the [PILnet Global Clearinghouse List](#) for an outstanding list of opportunities, many of which have an international dimension.

3. Academic Calendar

The [Law School Academic Calendar](#) is available on the Fordham Law website. Additionally, a calendar of dates particularly relevant to LL.M. or M.S.L. students will be provided at Orientation. Students should note, however, that the calendar is subject to change. Changes will be announced via email and in the Announcements section of [LawNET](#).

4. Class Cancellations Hotline

The University's Office of the Executive Vice President determines when weather conditions require cancellation of classes. The University's special weather information number for Lincoln Center (212.636.7777 or 800.280.SNOW) will have a recorded message if classes are cancelled. Closings will also be announced on WFUV 90.7 FM. For individual class cancellations refer to the Announcements section of [LawNET](#) or call the Registrar's Office at 212.636.6801, then press 2.

5. Meetings with Faculty and Staff

a. Professors

Professors generally welcome individual meetings with students by appointment or during established office hours. Office hours usually will be noted on the course syllabus or posted on the professor's door.

Some students have inquired as to the proper way to address members of the faculty. Both in and outside of class, the proper salutation is "Professor," followed by his or her family name (last name). For example, a professor named Jane Doe should be addressed as Professor Doe.

b. Office of International and Non-J.D. Programs

Most questions relating to the LL.M. and M.S.L. programs can be answered by Anthony Agolia, Director of International and Non-J.D. Students program. Anthony is located in Room 8-131, which is generally open Monday through Friday, 9:00 a.m. to 5:00 p.m.

c. Academic Advice

For questions relating to academic counseling, please email Anthony Agolia at aagolia@law.fordham.edu or set up an appointment to meet him through calendly.com. If the available days and times do not fit with your schedule, you can email Anthony to ask for an appointment at a different time. Please schedule an appointment as far in advance as possible. Appointment slots that remain unscheduled a few days in advance will be canceled.

B. Updating Personal Information

1. Updating Contact Information/Address Changes/Graduation Date

Students with changes to their contact information must update it on fordham.edu. This is important for a number of reasons, including that tuition bills are sent to the address listed in the fordham.edu record. Students who are in the U.S. on a visa issued by Fordham University must also advise the [Office for International Services](#) of any change in their graduation date or mailing address.

2. Name Changes

In the case of a name change, students should update their information on fordham.edu as noted above, and should submit a Status/Address Change Form, available on [LawNET](#), along with proof of the name change (e.g., a marriage certificate or court order), to the Registrar's Office. Students who are in the U.S. on a visa issued by Fordham University must also advise the Office for International Services of any name changes (you may email ois@fordham.edu for additional information).

3. Amendments to Law School Application

Students are strongly urged to review their submitted Law School application for accuracy. Of particular importance are the Character and Fitness questions on your application:

Have you ever been placed on probation, dropped, suspended, expelled, or otherwise been subjected to discipline by any institution of learning above elementary school level for conduct which might reflect upon your character?

Have you ever, either as an adult or a juvenile, been cited, arrested, taken into custody, charged with, indicated, convicted or tried for, or pleaded guilty to, the commission of any felony or misdemeanor or the violation of any law, or been the subject of any juvenile delinquency or youthful offender proceeding? Traffic violations that occurred more than ten years before the filing of this application need not be reported, except alcohol- or drug-related

traffic violations, which must be reported in all cases, irrespective of when they occurred. Do not report parking violations. Note: Although a conviction may have been expunged from the records by order of a court, it nevertheless should be disclosed.

Have you ever been a complainant, party or witness to or otherwise involved in any civil or criminal action, proceeding or investigation?

Students are required to immediately contact the Office of International & Non-J.D. Programs to amend, correct or update any information contained in their official Law School application. Even after admission to the Law School, students have an ongoing obligation to verify and update the information provided on their Law School application. Misrepresentations and omissions of information on the Law School application and delays in amending an application may be grounds for discipline and expulsion. These misrepresentations and omissions of information on the Law School application are reported to Bar authorities and may be grounds for denial of admission to the Bar.

C. Technology

1. General Information

Students have access to a number of IT resources and services, including wireless access, remote access through a virtual private network (VPN), network storage, computer-based examinations, and printing. Students who require assistance with any IT-related issue may contact the Law Help Desk, which is open seven days a week and can be reached at 212.636.6786 or lawhelpdesk@law.fordham.edu.

For comprehensive information on these services and how to access them, please visit the [Fordham Law Information Technology website](#).

2. The Fordham University Portal – my.fordham.edu

The Fordham University portal, the gateway to the University's online services for students, faculty, staff, and alumni, is accessed through fordham.edu. This portal contains the Gmail interface, as well as a number of important and helpful services. These include course registration and grades, Blackboard (which many professors use to post course information and materials), file storage, and forms to request transcripts.

Your AccessIT ID is used to access the fordham.edu portal. You can claim your AccessIT ID by using your personal email and mobile number. To claim your AccessIT ID using this procedure, please follow this link: <https://claim.fordham.edu/claim/index.jsp>.

3. LawNET

[LawNET](#) is Fordham Law School's Intranet. LawNET is for faculty, students, and staff. Resources available on LawNET include course syllabi and first assignments, class announcements, course evaluations, externship and job postings, links to office hours and this Handbook, and many commonly-used forms for submission to various law school offices. To

access LawNET, go to fordhamlaw.net. For general information about LawNET, you may visit [the Fordham Law IT website](#).

Many forms discussed in this handbook are available on LawNET. To access these forms, login to fordhamlaw.net using your Access IT ID and password. On the landing page, click the "Resources" tab near the center of the screen, and then select "Forms Central." Click on the "Students" button on the next page. The subsequent page contains all Law School forms, separated by category. Look under the heading most appropriate to the form you're seeking.

4. Westlaw (including TWEN), LexisNexis, and Bloomberg Services

Fordham Law School provides students with access to all three of the premier online databases of legal documents, [LexisNexis](#), [Westlaw](#), and [Bloomberg](#). Log-in information and detailed information regarding the use of these online databases is provided during Orientation. Questions about these services should be directed to the Law Library staff or directly to the vendors themselves.

TWEN is a service of Westlaw used by some professors to manage courses online (similar to Blackboard). This may include distribution of reading assignments, electronic assignment drop boxes, online discussions, and other resources. To access TWEN, log onto Westlaw and click on "Courses."

D. Bar Examination (LL.M. Students Only)

Many LL.M. graduates sit for the New York bar examination. All incoming LL.M. students who do not hold a J.D. from a U.S. law school are required to attend an informational session during Orientation on applying to sit for the New York bar exam.

Please note that the M.S.L. degree does not lead to eligibility to sit for a bar exam in any U.S. jurisdiction.

If you do not hold a J.D. from a U.S. law school and you think you might take the New York bar examination following your graduation from the LL.M. program, you should read the following information carefully:

1. Advanced Evaluation for Foreign-Trained LL.M. Candidates

Many Fordham LL.M. graduates do sit for the New York State bar examination, but please note that admission to this or any LL.M. program does not guarantee eligibility to sit for the New York bar examination, or any other U.S. bar examination.

The bar examination is administered twice per year: in February and July. Prior to sitting for the New York bar examination, the Board of Law Examiners ("BOLE") must undergo an evaluation of your credentials to determine your eligibility for admission to the bar. The BOLE

strongly encourages students to submit this documentation one year in advance of the application period for the examination they wish to take.

All foreign-educated applicants MUST complete the foreign evaluation form and have all of their required foreign documentation submitted to the BOLE at least six months prior to the first day of the application filing period for the bar exam they wish to take. Please note the following deadlines:

Date of Bar Examination	Deadline for Submitting Request for Evaluation of Eligibility and Required Documentation
February	May 1
July	October 1

Please visit www.nybarexam.org and click on the “Foreign Legal Education” link on the left for information about how to submit the Online Request for Foreign Evaluation of Academic Credentials. The Foreign Evaluation is a lengthy and tedious process – we strongly recommend that you submit your evaluation well in advance of BOLE’s deadline, and preferably before beginning your LL.M. studies.

2. Pro Bono Requirement for Admission to the New York Bar

The New York Court of Appeals requires that all applicants to the New York State Bar complete 50 hours of pro bono legal work. Note that you need not have completed the 50 hours in order to sit for the bar exam; however, you must have completed the 50 hours in order to seek admission after passing the bar exam.

The Law School distributes information about opportunities for students to meet this requirement. However, it is your responsibility to find opportunities to meet this requirement.

The Court of Appeals has said that work performed in another country can be used to satisfy this requirement. Foreign LL.M. students may complete such work up to one year before beginning the LL.M. program. Therefore, we strongly encourage all students coming from abroad to reach out to public interest organizations engaged in legal work in their home countries to establish a relationship that will allow them to fulfill this requirement in due course (either before beginning the LL.M. program, during school breaks, or following the bar exam). We believe that such contacts and relationships will provide the most abundant opportunities for LL.M. students to fulfill this requirement.

For additional information, please see the Frequently Asked Questions document issued by the Court of Appeals, available at <https://www.nycourts.gov/attorneys/probono/faqsbaradmission.pdf>. We advise you to review this document carefully so that you will understand completely the nature of the work you must perform and the supervision and reporting required.

Additional information about the bar examination, including specific information about NY bar requirements and the 50-hour pro bono requirement for admission, can be found on the [LL.M. website](#). If you have any questions, you may contact the Board of Law Examiners directly (contact information available on www.nybarexam.org).

Please note that only the supervising attorney can determine whether a particular externship will qualify under the pro bono rule.

3. Curricular Requirements:

Most students who do not hold a J.D. from a U.S. law school must meet certain curricular requirements in order to be permitted to sit for the New York bar examination. These include 24 credits of approved courses. Most courses at Fordham Law will count as approved courses, with the exception of online courses, independent study credits, thesis, or similar independent projects. Only in-person (on campus) courses will count towards New York bar eligibility. There are two additional categories of curricular requirements that that most students must satisfy in order to be eligible to sit for the New York bar examination:

a. *Courses Required by [§520.6 of the Rules of the Court of Appeals for the Admission of Attorneys and Counselors at Law \(Study of Law in Foreign Country; Required Legal Education\)](#):*

- Introduction to the U.S. Legal System and Process (3 credits).²
- Legal Writing and Research for LL.M. Students (2 credits).
- Introduction to the U.S. Legal Profession (2 credits), or another course listed as satisfying the Professional Responsibility requirement (3 credits).
- 6 credits of "[Content Outline Courses](#)." Please note that the course you take must exactly match the title of the corresponding course on the Content Outline list in order to satisfy the Content Outline requirement.

b. *Courses Required by Fordham Law School's "Pathway 1" for [§520.18 of the Rules of the Court of Appeals for the Admission of Attorneys and Counselors at Law \(Skills Competency Requirement for Admission\)](#):*

- Quantitative Methods for Graduate Students (1 credit).
- Fundamental Lawyering Skills for LL.M. Students (3 credits).³
- 2 credits of experiential coursework.

§520.18 provides five different "pathways" for students to meet the Skills Competency Requirement. Foreign-trained LL.M. students who have not been in good standing and practiced law in a jurisdiction in which they are duly licensed full-time for at least one year (or half-time for two years) following the student's authorization to practice must follow Pathway 1 in order to gain eligibility to sit for the New York bar examination.

² Prior to Fall 2018, this course was called "Introduction to the U.S. Legal System," and carried 2 credits.

³ Graduates of Fordham Law School's Legal English Institute are eligible for a waiver of this requirement.

Students who have been in good standing and practiced law in a jurisdiction in which they are duly licensed full-time for at least one year (or half-time for two years) following the student's authorization to practice may fulfill the skills competency requirement through a different route, known as "Pathway 5." Students who believe they qualify must be prepared to establish and submit proof that they have been in good standing and practiced law in a jurisdiction in which they are duly licensed full-time for at least one year (or half-time for two years) following the student's authorization to practice. Proof of such authorization to practice is provided by a certificate of good standing for the jurisdiction. Pathway 5 students may request a waiver of Fundamental Lawyering Skills for LL.M. Students and 2 credits of experiential coursework required under Pathway 1 by submitting the "[Request for Waiver from LL.M. Program Requirements](#)" form, available on [LawNET](#). To access the form, log in to LawNet, and look for "Forms Central" in the black ribbon at the top of the screen. Then select "Current Student Forms." The form is called "Request for Waiver from LLM/MSL Program Requirements."

4. LL.M. New York Bar Examination Application (Certificate of Attendance & Handwriting Specimen)

Applications for the July bar examination must be filed with the NYS BOLE (<http://www.nybarexam.org/forms/forms.htm>) between April 1 and April 30. Applications for the February examination must be filed between November 1 and November 30.

Graduating students must download a blank "Certificate of Attendance" from the Board of Examiners website (<http://www.nybarexam.org/Docs/LLMCertificateofAttendanceForm.pdf>), fill out the appropriate portions, and then submit it to the Registrar's Office. The Registrar's Office will then fill out the final section ("Law School Certification") and then submit the completed form directly to BOLE on your behalf.

The Board of Examiners will email each student who has applied to sit for the bar exam a Handwriting Specimen form. This form will contain the student's personal Bar Code and BOLE number. Students must bring the handwriting form to the Registrar Office and complete it in the presence of one of the registrar staff.

Both forms must be submitted together to the Registrar's Office (Room 4-102) by the last Thursday in January for the February Bar Exam and by the last Thursday in May for the July Bar Exam.

5. Application for Admission to Practice as an Attorney and Counselor-at-Law in the State of New York

Once applicants pass the NYS Bar they must complete the *Application for Admission to Practice as an Attorney and Counselor-at-Law in the State of NY* form and submit to the Registrar's Office.

The Law School Certificate Form must be obtained online from the New York State Bar Examiners website, located at <http://www.nybarexam.org/Admission/AdmissionMultiDeptPacket.htm>. Applicants must complete the first page and sign the document. On the second page, you must indicate which Appellate Division Department you wish to be admitted in.

Please email the completed PDF form to the Registrar's Office, achristian@fordham.edu. The Registrar's Office will process the Character and Fitness form and mail it directly to the designated department.

E. Services for LL.M. and M.S.L. Students

1. Career Planning

The Graduate Professional Development Program in the Office of International and Non-J.D. Programs offers comprehensive career planning services for LL.M. and M.S.L. students. In this capacity, we assist students in articulating, developing, and attaining their professional goals. However, we do not obtain employment for students. Please [click here](#) for additional information about career planning services for LL.M. and M.S.L. students.

2. Business Cards

LL.M. and M.S.L. students are eligible to purchase Fordham Law School business cards at any time up until the end of the fourth week of their final semester of study. For information about ordering procedures and prices, visit the [Graduate Professional Development Program website](#).

3. Graduate Student Academic Support Program (GASP)

Fordham Law School and Fordham University offer a number of resources to help graduate students succeed in their studies. You should be aware of these resources so you can take advantage of them when and if you need them:

- Academic Enrichment Program. The Academic Enrichment Program comprises a series of seminars designed to help graduate students succeed in their studies. It covers a wide variety of topics, including case analysis, outlining, exam preparation, and scholarly writing. The first sessions of the Academic Enrichment Program will take place during Orientation. Thereafter, sessions are offered periodically throughout the first semester. All sessions are noted in the Academic Calendar included in your Orientation materials and will be noted in LawNET. To access academic enrichment materials, including PowerPoint presentations for the Academic Enrichment Sessions, click [here](#).

- Fordham University Writing Center. Graduate students are welcome to make use of the [Fordham University Writing Center](#), located in Room 302E of the Lowenstein Building. The Writing Center can assist students with writing skills in connection with an assignment or to improve writing skills more generally. Students may not consult with the Writing Center on an assignment in connection with the Legal Writing and Research course without prior written authorization from his or her instructor in that course.
- Institute for American Language and Culture (IALC). Fordham University's Institute for American Language and Culture offers workshops on pronunciation, grammar, and conversation for students throughout the academic year for students who are not native English speakers. For more information, go to www.fordham.edu/esl.
- Graduate Student Language and Mentorship Group. The Graduate Student Language and Mentorship Group is led by two very experienced retired lawyers, and meets weekly to practice language skills and discuss issues relating to law study, the job search, and more. Information about how to sign up is communicated via LawNET.

4. Fordham Law Alumni Association Affinity Group

The Fordham Law Alumni Association (FLAA) has created the following affinity groups for students and alumni which offer invaluable networking opportunities for LL.M. and M.S.L. students:

- Women's Networking
- Compliance
- Entrepreneurial Law
- International Law
- Solo/Small Firm
- Business and Financial Law
- Intellectual Property and Information Law
- International, Comparative, and Foreign Law
- LGBTQ
- Litigation and Dispute Resolution
- Public Interest, Service, and Government

Students interested in joining one of more of these groups should send an email to the Alumni Relations Office at lawalumni@law.fordham.edu.

5. LL.M. Alumni Ambassadors

Alumni Ambassadors serve as official representatives of Fordham Law's Master of Laws program within their respective regions. Click [here](#) to explore our directory and connect with an Alumni Ambassador near you. If you are interested in becoming an Alumni Ambassador, please email Anthony Agolia at aagolia@law.fordham.edu.

6. First Semester Mid-Semester Meetings

All students in their first semester of study at the Law School are strongly encouraged to make an appointment to meet with Anthony Agolia. This gives students the opportunity to discuss any issues of concern they may encounter during their first semester of study. Dates and information on how to sign up will be distributed via LawNET.

F. Campus Resources

1. Law Library

The Law Library is an open-stack collection comprising several hundreds of thousands of volumes and equivalents, including all essential sources of U.S. and public international law, many foreign legal sources, and a wide range of related materials. In addition, the Law Library has numerous electronic subscriptions and access to the electronic resources of the Fordham University libraries. The library is staffed with professional librarians, including reference librarians who can be found at the Reference Desk. For information on the library, including hours and policies, please [click here](#).

2. The Office of International Services (OIS)

General Information

The Office for International Services is a resource for the University's international students. For our [international non-immigrant students](#), OIS facilitates your adjustment to life in the United States by assisting in matters concerning immigration, such as:

- a. [Visas and Status](#)
- b. [SEVIS I-20 or DS-2019 forms](#)
- c. [Employment](#)
- d. [Travel authorizations](#)

OIS has information for you about how to [prepare for your time in New York City](#). OIS issues [newsletters](#) for the latest information on immigration and tips for [banking](#), [health insurance](#), and many other areas of daily life in the US, and offers [programs to promote cross-cultural and international understanding](#).

Students who need to contact OIS before they have started their studies should email their office at oisnewstudent@fordham.edu. After arriving and beginning their studies, students can contact OIS at ois@fordham.edu.

Optional Practical Training (OPT)

To be eligible for this employment authorization you must have been in F-1 student status for one academic year. A job offer is not required to be eligible to apply for optional practical training. You are eligible for a total of twelve months of full-time optional practical training.

You may apply for periods of practical training before completion of studies, save the total twelve-month period to be used after completion of studies, or use a combination of both. Such employment may be full-time or part-time, and it may take place at any location in the United States, but it must be directly related to your legal studies.

Using OPT Before You Graduate

Any periods of optional practical training used before completion of studies will be deducted from the total twelve-month period available. For example, if you worked full-time for two months during a summer vacation, you would only have ten months of practical training available after graduation. You may become eligible for another twelve months of practical training when you change to a higher educational level.

To be eligible to apply for F-1 optional practical training before you have completed your studies, you must be in lawful full-time student status for one academic year and have optional practical training time remaining. You may use optional practical training during any of the following periods: (1) full-time during annual summer vacation periods; or (2) part-time (up to 20 hours per week) while school is in session.

Students who are considering pursuing a second concentration should not apply for OPT. If you do apply for OPT and *then* decide to pursue a second concentration, your OPT will begin during your third semester of study, even if you have chosen to pursue the second concentration as an alumnus.

Using OPT After You Graduate

To be eligible to apply for F-1 optional practical training after graduating, you must: (1) have been in lawful full-time student status for one academic year prior to completion of studies; (2) apply for the practical training no later than your date of completion of studies; and (3) have optional practical training time remaining.

How to Apply for OPT

To apply for OPT, please download and read our [OPT application guidelines](#), and have Anthony Agolia (aagolia@law.fordham.edu) fill out the Certification of Completion of Studies Form. You will also need to have two recent passport photos for the application (please see the photo guidelines page of the above OPT application). You can typically get these pictures taken

at any CVS or FedEx Office). Lastly, you will need a check or money order for \$380 to pay USCIS for processing your OPT application.

Once all of these items have been prepared, please [make an appointment](#) to meet with an OIS staff member, who will review all your documents and give you further instructions on where to mail your application. Please bring all your I-20s (current and any previous), passport, [electronic I-94](#), and the Certificate of Completion of Studies Form.

If you have any questions about the OPT process, you can email OIS, ois@fordham.edu. Within one month of your application, a receipt (I-797C, Notice of Action) will arrive at OIS office from USCIS. OIS will contact you with the case number and tracking information so you can check the status of your application online. If 90 days pass after you have received your receipt and have not received your card or have received other documentation from USCIS, you can contact OIS about this. Click [here](#) to see more information about OPT on the USCIS website.

Students who need to contact OIS before they have started their studies should email their office at oisnewstudent@fordham.edu.

Traveling Outside of the U.S. during OPT

Students must speak with OIS before traveling outside of the U.S. while on OPT to ensure that they have the correct documents and are aware of any complications that may arise based on their visa and OPT status.

3. The Public Interest Resource Center

The Public Interest Resource Center (PIRC) provides support to public interest student groups at Fordham Law School and to students seeking public interest employment. PIRC provides career support for LL.M. students complementary to that of the Graduate Professional Development Program by organizing events and providing counseling to students seeking legal careers in the public sector. For more information, please [click here](#).

4. Transcripts

For an unofficial transcript, go to my.fordham.edu to easily access and print your grades. To request an official transcript or an unofficial PDF transcript that is in the same format as your official transcript, follow the instructions set forth on the [Registrar's website](#).

5. Lockers

Students can reserve a free locker at the Law School. Visit the [locker rental site](#) and follow the instructions provided [here](#).

Questions regarding lockers should be directed to the Office of Student Affairs, Room 4-101 or lawstudentaffairs@fordham.edu.

6. Recorded Lectures

In certain situations such as religious holidays or weather-related emergencies, classes are recorded and made available online. In such circumstances, passwords to access each recording are emailed to students, or the recordings are made available on course [LawNET](#) and/or Blackboard pages.

7. Free Movie Tickets

The Office of Student Affairs gives free movie tickets to students on a first-come, first-served basis. Each student is allowed one pass every other month. There are 100 movie tickets available each month, except during the summer. Students must present their Fordham ID card to obtain a free movie pass. Students should contact the Office of Student Affairs in Room 4-101 of the Law School for additional information.

8. Health Services

The Health Center is located in 140 W. 62nd St., Room 9-16. For hours and available services, please contact the Health Center at 212.636.7160 or visit their [website](#).

Appointments are generally required for visits, but walk-ins are accepted and will be triaged and attended to in order of severity. The services of the Health Center at the Rose Hill Campus are also available to LL.M. and M.S.L. students. When the Health Center at Lincoln Center is closed, students may visit the Rose Hill Health Center by obtaining free Ram Van passes from the Residential Life Office in McMahon or in the Student Activities Office, 140 W. 62nd St., Room G33. For additional information about the Ram Van, see Subsection 15 below.

Students with emergencies should call 911 or University Security at 212.636.6075 or go to a hospital emergency room. The closest emergency room is at St. Luke's Roosevelt Hospital on 59th Street, just south of the Law School.

9. Counseling and Psychological Services (CPS)

Counseling and Psychological Services is a comprehensive mental health service within the Department of Student Affairs at Fordham University. CPS provides free, confidential, high-quality counseling to all students. Various services are available, including individual and group counseling, referrals, and workshops. CPS is staffed by licensed clinical psychologists, a consulting psychiatrist, and doctoral candidates in clinical and counseling psychology. Students may arrange for confidential short- or intermediate-term counseling at no charge. CPS is located in the Business School, 140 West 62 St., Room G-02. Students in need of services should call 212.636.6225 for an appointment. For more information and a complete list of available services, please [click here](#).

10. Food Services

Fordham University offers a number of dining options on campus, including two dining facilities in the law school building. For more information, please visit <https://fordham.campusdish.com/>.

For off-campus dining suggestions from our International and Non-J.D. Program Staff, see law.fordham.edu/llm_msl_staff.

Please also see Appendix B for a list of places to eat nearby our Lincoln Center campus.

11. Discounted Parking

Daily parking near the Law School is available at preferential rates at any of the several local garages. [Click here for more information](#).

12. Fitness Facilities

a. Fordham Fitness Center

The Fordham Fitness Center is located on the second floor of McMahon Hall and is open to all Fordham students. Guests are not allowed. Students must present their Fordham IDs for access to the Fitness Center. Questions regarding the Fitness Center can be directed to the Office of Residential Life at 212.636.7100. [Click here for more information](#).

Tennis and basketball courts are also available for student use; reservation forms for these courts are available at the security desk in McMahon Hall. The courts are located at 60 Street and Amsterdam Avenue, next to the McMahon Hall dorms.

b. New York Sports Club

Fordham Law students can also join the New York Sports Club on West 62 Street for just \$39.99 per month. To sign up, see Brenda Fantasia (646.696.4219 or brenda.fantasia@tsiclubs.com) at the New York Sports Club location at 61 West 62 Street.

c. YMCA

A limited number of discounted West Side YMCA memberships are also available each semester to Fordham Law students. The cost of the membership is \$100 per semester. The fall membership is for the months of September through December, the spring membership is for the months of January through May, and the summer membership is for the months of June through August. Memberships are limited. The West Side YMCA is located at 5 West 63rd Street, between Columbus Avenue and Central Park West, and full details about the amenities available can be found by clicking [here](#). Registration is on a first-come, first-served basis and will end when all spaces are filled. Students must renew their YMCA membership each

semester. To become a member, please contact the Office of Residential Life at 212-636-7100 or email the Dean of Students at deanofsalc@fordham.edu.

13. The Princeton Club

Fordham University is one of a select group of universities that is an affiliate member of The Princeton Club. Located in the heart of midtown Manhattan, The Princeton Club is a community of dynamic, multinational members that includes 50-year members and recent graduates. Covering a fascinating mix of professions, cultures, and interests, members are diverse, share a love of learning, and a desire to network and socialize. The benefits of membership include access to more than 150 events each year, a lively bar and grill, an elegant formal dining room, the business center, concierge assistance, the fitness center, live music happy hours, wine dinners, the garden terrace, the library and private meeting space. Click [here](#) to begin your application.

14. Bookstore

Barnes & Noble operates the Fordham bookstore, located on the street level of the Lowenstein Building. The bookstore carries textbooks and other course materials, law study aids, and stationery supplies, as well as t-shirts, sweaters, mugs, and other Fordham memorabilia. Visit the [bookstore's website](#) for information and store hours.

15. Disability Services

Early in their first semester of study, students with a disability in need of services or accommodations are required to register with the [Office of Student Affairs](#). A brochure outlining the policies, procedures, and deadlines for seeking accommodation is distributed during Orientation. Any questions about disability services should be directed to [Abel Montez](#), Director of Student Affairs, in the Office of Student Affairs, Room 4-101.

16. Ram Van

The Ram Van is a regularly-scheduled express van service connecting the Lincoln Center and Rose Hill campuses. For information, including fares, please [click here](#).

17. New York City Identification Card

New York City residents are now able to sign up for IDNYC – a government-issued identification card that is available to all City residents age 14 and older. Immigration status does not matter.

a. Getting Your IDNYC Card

Applicants must complete an application and submit it at an [IDNYC Enrollment Center](#). Applicants are also required to present proof of identity and residency in New York City. Many types of documents are accepted, all of which are listed [here](#). You must submit your

application and proof of identity and residency in person at an IDNYC Enrollment Center or an IDNYC Pop-Up Enrollment Center, which travels to neighborhoods throughout the City. After you apply for the card, it will be sent to you in the mail.

b. Using Your IDNYC Card

The IDNYC card is an accessible and secure document that enables residents to access City services and grant admission to City buildings, such as schools. In addition, the card can be presented as proof of identification for interacting with the police and is an accepted form of identification for opening a banking account at select financial institutions. You are also able to use your IDNYC card at any public library in New York.

Furthermore, a number of [additional benefits](#) are available to IDNYC cardholders including the opportunity to sign up for [free one-year memberships](#) at 40 of the city's leading museums, zoos, concert halls, and botanical gardens. The IDNYC card offers a full package of exciting benefits that includes discounts on movie tickets, sporting events, prescription drugs, fitness and health centers, supermarkets, and New York City attractions. The card is also accepted at a number of [banks and credit unions](#) in the city to open a bank account.

II.

THE LL.M. DEGREE: CREDITS, PROGRAMS, AND COURSE SELECTION

A. Number of Credits

1. Number of Credits for Degree

To fulfill the requirements of the Master of Laws degree, all students must complete a minimum of 24 credits of work in approved courses. In general, one "credit" signifies one hour of in-class time per week for the duration of a semester. Thus, a typical 2-credit course would meet for two hours during each week of a semester.

There is a 30-credit maximum load for students completing the degree in two full-time semesters. Full-time students who begin their studies in the spring term and enroll in courses at Fordham Law School over the summer may exceed the credit limit by the number of credits they earn over the summer. For additional information about summer courses, see Subsection 4 below.

2. Full-Time Students

Full-time students complete their degrees in two semesters (excluding the summer term for students who begin their programs in January). Students may take as few as 10 or as many as 15 credits each semester. Most students take 11-13 credits each semester, and students are generally advised to avoid registering for more than 14 credits in any given semester.

Students who attempt to enroll in more than 15 credits in a particular semester, or more than 30 total credits (not including credits earned during the summer term, as described above and below), should adjust their schedules to comply with these rules or they may be automatically dropped from some or all of their courses.

3. Part-Time Students

Part-time students may take 2-9 credits per semester during the fall and spring terms. For information about summer enrollment, please see Subsection 4 below. Part-time students must complete all degree requirements within two years of their initial enrollment. Tuition for part-time students is calculated at the posted per-credit rate, which can be expected to increase each academic year. A part-time student who does not register for at least 2 credits during any fall or spring semester must request a leave of absence (see Section VI (D)(2)).

Students who switch to full-time and graduate in their second semester will be assessed a fee equaling the total of what you would have paid had you been a full-time student both semesters.

4. Switching From Full-Time to Part-Time (or Part-Time to Full-Time)

Those who switch from full-time status to part-time status, or part-time status to full-time status, must pay a minimum of two semesters of full-time tuition or a sum equal to the cost of 24 credits, billed at the part-time rate, whichever is less (“the Minimum Amount”). Those who pay less than the Minimum Amount will be assessed a fee that brings their total tuition paid up to the Minimum Amount.

Students in the dual concentration program must pay a minimum of three full-time semesters or a sum equal to the cost of 36 credits, billed at the part-time rate, whichever is less (the “Dual Concentration Minimum Amount”). Those who pay less than the Dual Concentration Minimum Amount will be assessed a fee that brings their total tuition paid up to the Dual Concentration Minimum Amount.

5. Summer Courses

a. Full-Time Students

Full-time LL.M. students who commence their studies in January are permitted to enroll in up to 4 credits of coursework during the summer term between the spring and fall semesters. Such students pay only a small administrative fee for these credits (typically about \$200 per credit), provided they are enrolled as full-time students in both the spring semester before and the fall semester after the relevant summer term. In addition, such students may exceed the 30-credit maximum by the number of credits they complete in the summer.

b. Part-Time Students

Part-time students may but are not required to take courses during the summer term. Part-time students who are admitted to the New York bar or who hold a J.D. from a U.S. law school may take up to 6 credits in any summer term. Part-time students who are not admitted to the New York bar and who do not hold a J.D. from a U.S. law school may take a maximum of 4 summer credits cumulatively (adding together all credits earned during all summer terms). Part-time students pay the usual per-credit tuition rate for courses taken during the summer term.

6. Winter Courses

Students may take one condensed course during winter break. The Winter Term is administratively appended to the Spring Semester. Tuition for the Spring Semester includes enrollment in Winter Term classes and the credits count toward the Spring Semester credit load. For more information about winter courses, students should visit the [registrar's webpage](#) and look for the link to “Winter Offerings” under “Academics” on the left hand side of the screen.

7. Residence Requirement/Summer Study Abroad

All LL.M. students are required to be in residence for the duration of their studies. LL.M. students may not receive credit for any study abroad program.

B. Course Requirements and Selection

Each student is responsible for ensuring that he or she meets the graduation requirements outlined below for his or her program and for purposes of gaining eligibility to sit for the New York Bar Examination.

1. Required Courses for International Students

a. Introduction to the U.S. Legal System and Process

LL.M. students who do not hold a J.D. from a U.S. law school are required to enroll in Introduction to the U.S. Legal System for LL.M. Students and Process.⁴ This 3-credit course will meet intensively during the orientation period and will continue for several weeks into the semester. Please see the syllabus [here](#).

All students in this course will be together for the Orientation period. After that, students have the option of choosing from one of two sections, as indicated on the course schedule found [here](#). Students should select the section that best fits their schedule.

Students who are admitted to the New York bar may seek a waiver from this requirement by the "[LL.M./M.S.L. Request for Waiver From Program Requirements](#)" form, available on [LawNET](#). To access the form, log in to LawNet, and look for "Forms Central" in the black ribbon at the top of the screen. Then select "Current Student Forms." The form is called "Request for Waiver from LLM/MSL Program Requirements."

This course meets the requirements of Section 520.6(b)(3)(vi)(c) of the New York Court Rules for Admission of Attorneys and Counselors at Law.

The required book is *Mastering the U.S. Legal System*, found at [mastering-the-master.com](#). It is recommended that you read as much of the text portion of the book (the first one hundred pages or so) in advance of the start of Orientation; only some cases and materials will be read and discussed, so you may not want to read cases now. If you want to get a start on the materials, here are some cases that will be read and discussed in the early days of the class:

- Selections from *National Federation of Independent Business v. Sebelius*
- *United States v. Morrison*
- *Gonzalez v. Raich*

⁴ Prior to Fall 2018, this course was called "Introduction to the U.S. Legal System", and carried 2 credits.

- *Arizona v. United States*
- *Philadelphia v. New Jersey*

Please read the versions of these cases included in the casebook. You can find an index to materials in [LawNET](#).

Please note that there is no hard copy of the book available, although once you have purchased and downloaded the electronic copy you are free to print a copy for your personal use. *Please note that this book is also available on Kindle but we do not recommend that you purchase the Kindle version as it is more difficult to use and to follow in class.*

b. Legal Writing and Research for LL.M. Students

LL.M. students who do not hold a J.D. from a U.S. law school are required to enroll in Legal Writing and Research for LL.M. Students (2 credits) during their first semester of study in the LL.M. program. Students who are admitted to the New York bar may seek a waiver from this requirement by submitting the “[Request for Waiver from LL.M. Program Requirements](#)” form, available on [LawNET](#). To access the form, log in to LawNet, and look for “Forms Central” in the black ribbon at the top of the screen. Then select “Current Student Forms.” The form is called “Request for Waiver from LLM/MSL Program Requirements.”

c. Introduction to the U.S. Legal Profession

Students who do not hold a J.D. degree from a U.S. law school are required to take Introduction to the U.S. Legal Profession (2 credits). This course meets the requirements of Section 520.6(b)(3)(vi)(a) of the New York Court Rules for Admission of Attorneys and Counselors at Law.

Introduction to the U.S. Legal Profession is typically offered in both the fall and spring semesters; students may choose which semester works best with their schedule. Students who are admitted to the New York bar or who do not intend to sit for the New York bar may seek a waiver from this requirement (except for students in the U.S. Law program) by submitting the “[Request for Waiver from LL.M. Program Requirements](#)” form, available on [LawNET](#). To access the form, log in to LawNet, and look for “Forms Central” in the black ribbon at the top of the screen. Then select “Current Student Forms.” The form is called “Request for Waiver from LLM/MSL Program Requirements.”

Note that waiving this requirement will render you ineligible to sit for the New York Bar Examination. However, if you change your mind and decide to sit for the bar in the future, you can make up this requirement in a future semester at Fordham or another U.S. law school (subject to any visa restrictions for international students and tuition fees).

LL.M. students may choose to substitute a 3-credit Professional Responsibility course offered by the law school in order to fulfill this requirement. Students often take advantage of this option in order to attend a Professional Responsibility course that is related to their specific program. For example, a student in the International Dispute Resolution program might choose

to substitute “Professional Responsibility: Alternative Dispute Resolution.” Students are not encouraged to substitute the three-credit course called simply “Professional Responsibility.” Students may earn credit toward the LL.M. degree for only one Professional Responsibility course.

d. Content Outline Courses

Foreign-trained LL.M. students are required to complete at least 6 credits of what are referred to as "Content Outline" courses. These are courses in subjects tested on the New York State Bar Examination, where a principal focus of the courses includes material contained in the Content Outline for the New York State Bar Examination. The list of courses that have been approved by the New York Court of Appeals for this requirement can be found at <http://law.fordham.edu/llm/contentoutline>. Courses must have the exact names as indicated on this list in order to satisfy the Content Outline Course requirement. Note that not every course is offered in every semester or every academic year; check the schedule for the relevant semester.

Students should note that a course that counts in fulfillment of a program-specific requirement may simultaneously fulfill the Content Outline requirement. For example, Corporations fulfills the Core Course requirement for students in the Banking, Corporate, and Finance Law program and will also count toward the Content Outline course requirement.

Students who are admitted to the New York bar or who do not intend to sit for the New York bar may seek a waiver from the content outline requirement submitting the “[Request for Waiver from LL.M. Program Requirements](#)” form, available on [LawNET](#). To access the form, log in to LawNet, and look for “Forms Central” in the black ribbon at the top of the screen. Then select “Current Student Forms.” The form is called “Request for Waiver from LLM/MSL Program Requirements.”

Note that waiving this requirement will render you ineligible to sit for the New York Bar Examination; however, if you change your mind and decide to sit for the bar in the future, you can make up this requirement in a future semester at Fordham or another U.S. law school (subject to any visa restrictions for international students and tuition fees).

2. Quantitative Methods for Graduate Students

Quantitative Methods for Graduate Students introduces students to basic financial concepts and general quantitative reasoning skills that lawyers should possess. It is a required course for all incoming LL.M. students in their first semester of enrollment and is graded on a pass/fail basis. The grade that you receive in this course is not counted in the Latin Honors calculations.

3. Program-Specific Requirements

Each of the LL.M. program specializations has its own list of requirements. To view the requirements for each LL.M. concentration, please see the website that corresponds to each program, as follows:

- Banking, Corporate, and Finance Law: law.fordham.edu/llm/bcf
- Corporate Compliance: law.fordham.edu/llm/compliance
- Fashion Law: law.fordham.edu/llm/fashion
- Intellectual Property and Information Technology Law: law.fordham.edu/llm/ipit
- International Business and Trade Law: law.fordham.edu/llm/ibt
- International Dispute Resolution: law.fordham.edu/llm/idr
- International Law and Justice: law.fordham.edu/llm/ilj
- Real Estate Law: law.fordham.edu/llm/realestate
- U.S. Law: law.fordham.edu/llm/uslaw

4. Writing Requirement, Professional Skills, Experiential Option

Students wishing to be eligible to receive *magna cum laude* graduation honors must complete either the Writing Requirement, a Professional Skills course, or (effective fall 2019) a 2-credit Experiential course.⁵

a. Writing Requirement

To satisfactorily complete the Writing Requirement, students must first enroll in a course designated a “Writing Requirement” or “WR” course in the course schedule. (Courses that fulfill the Writing Requirement are designated “Writing Requirement” in the “Administrative Notes” column of the schedule posted on the [website of the Registrar](#) under the “Class Schedules” tab.)

Students who wish to complete the Writing Requirement and who have a particular research agenda that does not fit with any Writing Requirement course offering may consult with Anthony Agolia about the possibility of completing the Writing Requirement with an Independent Study or Graduate Master's Thesis.

Within two weeks of the start of the semester in which a student plans to satisfy the Writing Requirement, a student must file a [Notice of Intent to Satisfy the LL.M. Writing Requirement](#) with the Office of the Registrar. Students who fail either to submit a Notice of Intent to Satisfy the LL.M. Writing Requirement form or write a paper that satisfies the Writing Requirement will not be eligible for *magna cum laude* honors on the basis of having completed the Writing Requirement, regardless of their grades.

⁵ Prior to fall 2019, completion of a 2-credit Experiential course was not sufficient for purposes of gaining eligibility for *magna cum laude* graduation honors.

To satisfy the LL.M. 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. All papers must be submitted no later than the last day of classes for the respective semester.

Students wishing to complete a 2-credit independent study or 3-credit master's thesis must consult with Anthony Agolia before approaching a professor regarding their proposed project. Students may not receive credit for more than one such course. For students who do not hold a J.D. from a U.S. law school or who are not admitted to the New York bar, credits earned in these courses do not count toward the 24-credit minimum required for graduation.

LL.M. students in the Fashion Law program are required to complete a 3-credit Thesis/Capstone course in fulfillment of their program requirements. This course satisfies the Writing Requirement, and Fashion Law students do not have to submit the Notice of Intent to Satisfy the LL.M. Writing Requirement form. Questions about this requirement should be directed to Ariele Elia, ariele@fashionlawinstitute.com.

b. Professional Skills Courses

You can identify courses that are categorized as "Professional Skills" in the "Administrative Notes" column of the schedule posted on the [website of the Registrar](#) under the "Class Schedules" tab. The code for Professional Skills courses is "PS."

Some Professional Skills courses are initially closed to LL.M. students, but open up on a space-available basis toward the end of registration. If you wish to register for a course that is not open to LL.M. students, you may request registration using the request form available at [LawNET](#). To access the form, log in to LawNET and click on the "Resources" tab near the center of the screen. Then select the "Forms Central" button. Then select "Student Forms." The form is called "LL.M. Request to Enroll in a Closed Course."

c. Experiential Courses

You can identify courses that are categorized as "Experiential" in the "Administrative Notes" column of the schedule posted on the [website of the Registrar](#) under the "Class Schedules" tab. The code for Experiential courses is "EXP."

Some Experiential courses are initially closed to LL.M. students, but open up on a space-available basis toward the end of registration. If you wish to register for a course that is not open to LL.M. students, you may request registration using the request form available at [LawNET](#). To access the form, log in to LawNET and click on the "Resources" tab near the center of the screen. Then select the "Forms Central" button. Then select "Student Forms." The form is called "[LL.M. Request to Enroll in a Closed Course](#)."

5. Dual-Concentration Option

The Dual-Concentration option gives LL.M. students the opportunity to remain at Fordham Law for a total of four semesters of full-time study (or the equivalent for part-time students) to complete 12 credits in a second LL.M. discipline, at the end of which time the student would receive the LL.M. degree in two disciplines (for example, “LL.M. Degree in International Business and Trade Law and International Dispute Resolution”). Any two of our eight LL.M. concentrations can be combined in this way, provided that the student is able to meet the requirements of both programs. Both current students and alumni are eligible to pursue this option. In order to officially apply, a request must first be submitted through [LawNET](#) and the applicant must make an appointment with Anthony Agolia for advising. To access the form, log in to LawNET and select the “Forms Central” button in the black ribbon at the top of the screen. Then select “Current Student Forms.” The form is called “[LL.M. Dual Concentration Intent to Enroll Form.](#)”

All students who complete this option will receive a single diploma that will indicate the date on which the first degree was awarded; transcripts will reflect the double concentration and their respective dates.

Students who participate in this program must complete a minimum of 36 credits in total, over three full-time semesters (or the part-time equivalent). Specialized credits cannot be double counted between the two concentrations; students must separately fulfill the requirements of each program and a course that is counted for one specialization may not be simultaneously counted toward the second specialization.

In addition to giving students the opportunity to fully explore a second area of study, the addition of a third semester will give students greater flexibility to pursue opportunities such as externships and clinics that may be difficult to complete in just two semesters.

Students who choose to complete the second concentration as a matriculated LL.M. student (not as an alumnus/a) and are full-time students who began in the fall semester have the option of attending the graduation ceremony after their first two semesters of study. When submitting the [LawNET form](#), students will be prompted to indicate whether they wish to exercise this option. In order to be eligible to do this, the student must have completed all of the requirements for one concentration (including at least 24 credits and all general LL.M. program requirements) by the date of the graduation ceremony. Such students will only be recognized at the ceremony for the concentration that they have already completed. Otherwise, the default will be that dual concentration students attend the May ceremony that takes place after all requirements for both concentrations have been satisfied (at least 36 credits). Please note that students who do not hold a U.S. J.D. degree will not be permitted to sit for a bar examination until after the LL.M. degree is awarded. In addition, the diploma will reflect the initial graduation date rather than the date you completed any subsequent concentration.

If you are on a student visa and you complete the second concentration as a matriculated LL.M. student, you must submit your dual concentration request form and ask OIS to extend your F-1 visa by:

1. March 1 for students who are on track to finish their first LL.M. concentration in May;
2. November 1 for students who are on track to finish their first LL.M. concentration in December.

If you are on a student visa and you complete the second concentration as a matriculated LL.M. student, your OPT will begin after the third semester. If you complete the second concentration as an alumnus/a, and your second concentration will be completed *during your OPT period*.

If you are eligible for federal financial aid, please note that you will only be eligible to receive federal loans while pursuing your second concentration if you do so as a matriculated LL.M. student.

If you wish to sit for the NY bar examination after only two semesters of study, you must complete the second concentration as an alumnus/a. The NY Court of Appeals requires that the degree be awarded before you can sit for the bar exam, even if you have fulfilled all the degree requirements.

Students who are considering pursuing a second concentration should not apply for OPT. If you do apply for OPT and then decide to pursue a second concentration, your OPT will begin during your third semester of study, even if you have chosen to pursue the second concentration as an alumnus.

6. Switching LL.M. Programs

Students select their programs at the time of application, and are admitted to that particular program. However, students occasionally want to switch from one program to another. Students wishing to make such a change should submit the "Request for Program/Status Change" form, available on [LawNET](#). To access the form, log in to LawNET and click on the "Resources" tab near the center of the screen. Then select the "Forms Central" button. Then select "Student Forms." The form is called "[Request for Program/Status Change.](#)" Early requests are encouraged so that students have sufficient time to prepare to take courses that satisfy their program requirements. Students who wish to switch to the Fashion Law program must also receive approval from Professor Susan Scafidi (Director of the Fashion Law Institute).

7. General Information about Courses

Information about courses, including descriptions and course CRN numbers (which are necessary for registration) can be found on the Registrar's webpage and on [my.fordham.edu](#). Students planning their first semester course schedules should consult the tentative list of courses for the following semester (when available) on the [Registrar's website](#). Although subject to change, this list should help students plan their course of study. Students can review course evaluations from prior semesters in [LawNET](#) by clicking on Academics, and then Course Evaluations.

Apart from the degree and program requirements discussed above, students may choose from among the broad range of courses open to LL.M. students. Questions about course selection or registration should be directed to Anthony Agolia.

8. Courses Not Approved for LL.M. Students

Certain categories of courses are generally not open to LL.M. students. These include first-year J.D. classes (except for first-year courses offered during the summer term) and J.D. drafting courses. In addition, each semester there may be other specified courses that are not open to LL.M. students. While it is not possible for LL.M. students to enroll in a first-year J.D. course under in the fall or spring semester under any circumstances, students will be admitted into other classes that are closed to LL.M. students on a space-available basis if they provide a suitable reason for why they wish to take the course and have met all prerequisites/co-requisites for the course. Please note that only students with excellent English language skills will be admitted into drafting courses. LL.M. students can be approved to take no more than one such class during the course of their study in the program.

LL.M. students who wish to enroll in one of these closed courses should complete and submit the “Request to Enroll in a Closed Course” form, available on [LawNET](#). To access the form, log in to LawNET and click on “Forms Central” near the center of the screen. Then select “Current Student Forms.” Scroll down to the “LLM, MSL and SJD Students” section of the page, which is where the form is located.

Please do not use this form for courses that are open to LL.M. students but that are closed at capacity. For those courses, you should continue to check back until the end of the Add/Drop period to see if a spot opens up.

9. Prerequisites and Co-Requisites

Some courses have a prerequisite or a co-requisite noted in their course descriptions. A prerequisite is a course that students must take before they can enroll in the specified course. A co-requisite is a course that students must take at the same time as their desired course, unless they have already completed it. In order to see the course description and any prerequisites for a course, click on the hyperlinked CRN number (a unique numeric identifier for each section of each course), which can be found in the farthest left column of the Fordham Law “Class Schedule” page.

If you wish to take a course with a prerequisite that you have not taken, but you believe nevertheless that you possess sufficient requisite knowledge to follow the course, you may request a waiver of the prerequisite. Requests must include a detailed explanation of the basis for the request and any relevant supporting material, including your resume or CV or proof of having taken a similar course (e.g., a course syllabus and transcript). Such requests should be sent to Anthony Agolia (aagolia@law.fordham.edu), who will communicate such requests to the professor, in whose sole discretion such waivers will be made. These requests should be submitted as far in advance of registration as possible.

10. Helpful Course for Students Planning to Sit for the New York State Bar Examination

Fordham Law School offers a course, Perspectives in U.S. Law, that is designed to introduce international LL.M. students to subjects that are tested on the New York Bar Examination. For more information on the bar examination, please [click here](#).

11. Clinical Courses

LL.M. students may apply to enroll in our clinical courses. Fordham Law clinics give students the opportunity to get hands-on training, working on matters involving real clients and on other projects, under the supervision of a member of our clinical faculty. Students considering enrolling in a clinical course should keep in mind the following:

- Admission to clinics is conditional on applying to the clinic and being accepted, sometimes following an interview process, similar to a job interview. Demand is very high for clinics and admission is very competitive. Application to a clinic is not a guarantee of admission.
- Each clinic lasts one semester.
- Most clinics are five credits, comprising three credits for fieldwork or casework and two credits for a related seminar. Students who take a clinic must enroll in both the seminar and fieldwork/casework components.
- Clinical offerings vary each semester. LL.M. students are eligible to take a clinic only after first completing one semester of LL.M. study.
- Students admitted to a clinic are also expected to register for a three-credit course called “Fundamental Lawyering Skills.” This requirement is generally not waived, meaning that students must be prepared to register for a total of eight credits (three credits for Fundamental Lawyering Skills and five credits for their clinical coursework). Therefore, students who plan to register for a clinic should plan to satisfy as many program requirements during their first semester as possible.
- Many clinics require a greater time commitment than one would ordinarily expect for a typical five-credit course. Students who apply for this opportunity do so with the understanding that the time commitment is disproportionate to the amount of credits that they will receive for the course. Most clinics have certain prerequisites or recommended courses; however, those may be waived at the discretion of the professor. If you believe that your professional background makes you a good candidate for a clinic despite the fact that you are missing a prerequisite (or co-requisite), you may apply for that clinic.
- The application process for clinics occurs several months before the start of the semester for which you are applying. Keep your eyes open for deadlines throughout the semester prior to which you wish to enroll in a clinic. Late applications will not

be accepted. Deadline information can be found by visiting the [Clinics Directory](#). It is your responsibility to be aware of these deadlines.

- Work in most clinics fulfills the 50 hour pro bono requirement for admission to the New York bar, but you should verify this fact with the professor who teaches the clinic.
- Students are limited to one clinical experience per semester, and are not permitted to do an externship/internship and a clinic during the same semester.
- Once you have accepted an invitation to join a clinic, you are not permitted to drop the clinic from your schedule unless you have received permission from Anthony Agolia.
- Students may not miss the first clinic class meeting without notifying the professor of any emergency requiring them to miss the class. Failure to provide such notice may result in the student being dropped from the course.

12. Externships

The Graduate Externship Program gives LL.M. students the opportunity to engage in for-credit externships with a wide variety of host organizations, including non-profit organizations, corporate legal and compliance departments, government organizations, and law firms. Such placement experiences are intended to enrich the educational experience students receive in the Law School's doctrinal courses and to promote students' professional development by assisting them in integrating legal theory with skills and professional values.

Students must secure externship placements themselves; the Graduate Externship Program does not place students into externships. The process to find an externship is similar to the process you would go through to secure any type of employment. For this reason, we recommend that students seeking an externship utilize the services and resources available through the [Graduate Professional Development Program](#). In addition, we encourage you to look at the [list of organizations that have previously hosted externs](#), as they may be willing to host other externs in the future. We also frequently post externship opportunities in LawNET.

Students who participate in for-credit externships must enroll in the following courses:

- Law Practice Fieldwork for Graduate Students (2 credits); and
- Law Practice Seminar for Graduate Students (1 credit).

Before students apply for an externship, they should check the class schedule to confirm that the Law Practice Seminar does not conflict for any other classes on their schedule.

For information about procedures and policies related to the Graduate Externship Program, including important deadlines, please see the [Graduate Externship Program webpage](#). Please note that students are limited to one externship experience per semester, regardless of whether the student is earning credit for the externship. Students may not do an externship and a clinic during the same semester.

Once you have accepted an externship offer, you must submit the “Graduate Externship Program Student Application” form in [LawNET](#). To access the form, log in to LawNET and click on the “Resources” tab near the center of the screen. Then select the “Forms Central” button. Then select “Student Forms.” The form is called “Graduate Externship Program Student Application.” Once the form has been submitted and approved, you will automatically be registered for the Graduate Externship Fieldwork and Seminar courses.

Externs can receive payment or course credit for an externship, but not both. Students who are studying on an F-1 visa are generally not eligible to receive payment for work that is performed off-campus, and most employers are not willing to offer externships to students who are not being paid or receiving course credit (due to labor laws). Therefore, F-1 visa holders generally must earn course credit in order to be eligible to do an externship. Students who earn course credit should note that the course is categorized as “experiential” and the credits earned can satisfy the 2-credit experiential requirement for purposes of Pathway 1. Please see the section of this Handbook dealing with the New York State Bar Examination for more information.

13. Advice about Course Selection

Fashion Law students should work closely with Susan Scafidi, scafidi@law.fordham.edu. All other students with questions about their academic program should contact Anthony Agolia. Students should discuss their academic plans and questions with Anthony well in advance of the start of the registration period, as his schedule does not always permit him to respond to questions immediately.

It is important to note that course selection varies from one semester to the next. Many courses are offered only once per academic year, or less frequently. With few exceptions, you should generally not assume that any particular course will be offered in any given semester.

Students who are interested in a clinic or externship in their second semester should complete as many program requirements as possible during their first semester, so as to preserve as much scheduling flexibility as possible for their second semester. Some concentrations contain very few electives, and students may not be able to complete all program requirements while staying under the 15-credit maximum credit load for a single semester if they are also registered for a 5-credit clinic and Fundamental Lawyering Skills (3 credits).

14. Waivers

Requests for waivers of any LL.M. program requirement may be made submitting the “[Request for Waiver from LL.M. Program Requirements](#)” form, available on [LawNET](#). To access the form, log in to LawNet, and look for “Forms Central” in the black ribbon at the top of the screen. Then select “Current Student Forms.” The form is called “Request for Waiver from LLM/MSL Program Requirements.”

Please be sure to include any and all relevant information necessary to support your request. Waivers should be submitted as far in advance of registration as possible.

C. Exchange Students and Double Degree Students.

Single semester exchange students who decide to stay at Fordham Law to complete a second semester outside of the exchange agreement and double degree exchange students (“exchange students”) will be awarded the LL.M. degree upon completion of their program requirements at Fordham Law and upon Fordham Law’s receive of proof of completion of their underlying first degree in law. Exchange students who have more than one exam and/or dissertation/thesis to complete at their home university at the time they finish their LL.M. studies at Fordham Law will not be permitted to attend the Fordham Law School diploma ceremony. Exchange students who have just one exam and/or dissertation to complete you will be able to participate in the diploma ceremony. In either case, exchange students will receive their LL.M. degree from Fordham when they have completed and supplied proof of their underlying first law degree. The timing of degree conferral may also impact eligibility for Optional Practical Training (OPT) after the program.

III.

THE M.S.L. DEGREE: CREDITS, PROGRAMS, AND COURSE SELECTION

A. Number of Credits

1. Number of Credits for Degree

To fulfill the requirements of the Master of Studies in Law degree, all students must complete at least 30 credits of work in approved courses. All approved courses taken by a student count toward the completion of the 30-credit minimum required for graduation.

There is a 32-credit maximum load for students completing the degree in two full-time semesters. Full-time students who begin their studies in the spring term and enroll in courses at Fordham Law School over the summer may exceed the credit limit by the number of credits they earn over the summer. For additional information about summer courses, see Subsection 4 below.

In general, one "credit" signifies one hour of in-class time per week for the duration of a semester. Thus, a typical 2-credit course would meet for two hours during each week of a semester.

2. Full-Time Students

Full-time students complete their degrees in two semesters (excluding the summer term for students who begin their programs in January). Students may take as few as 12 or as many as 18 credits each semester; however, students are strongly advised to avoid registering for more than 17 credits per semester due to the amount of work required. Most students take 14-16 credits each semester.

Any student who takes 15 credits in their first semester of study and then converts to part-time status and takes 9 credits in their second semester of study will be charged the full-time tuition rate during their second semester of study.

3. Part-Time Students

Part-time students may take 2-11 credits per semester during the fall and spring terms. Part-time students should aim to complete all degree requirements within three years of their initial enrollment. Tuition for part-time students is calculated at the posted per-credit rate, which can be expected to increase each academic year. A part-time student who does not register for at least 2 credits during any fall or spring semester must request a leave of absence (see Section VI(D)(2)).

In order to be eligible for certain financial aid programs, part-time M.S.L. students need to take at least 6 credits to be considered "half time." Students eligible for financial aid should seek guidance from the financial aid office.

4. Summer Courses

Students may, but are not required to, take courses during the summer term. M.S.L. students may take up to 8 credits in each summer term.

5. Winter Courses

Students may take a condensed course during winter break. Students can choose from one or two class options with no additional tuition charge. The courses count towards spring enrollment. For more information about winter courses, students should visit the [registrar's webpage](#) and look for the link to "Winter Offerings" under "Academics" on the left hand side of the screen.

6. Residence Requirement/Summer Study Abroad

All M.S.L. students are required to be in residence for the duration of their studies. M.S.L. students may not receive credit for any study abroad program.

7. Time to Completion.

All M.S.L. students must satisfy their graduation requirements within four years. Requests for extensions must be approved by the Director of the relevant M.S.L. program.

B. Course Requirements

Each student is responsible for ensuring that he or she meets the graduation requirements outlined for his or her program.

1. Required Courses for all M.S.L. Students

a. U.S. Law and Legal Institutions

All M.S.L. students are required to enroll in U.S. Law and Legal Institutions (3 credits) during their first semester of study in the M.S.L. program. This course is offered intensively during orientation or early in the semester.

2. Program-Specific Requirements

To view the requirements for each M.S.L. concentration, please see the website that corresponds to each program, as follows:

- Corporate Compliance: law.fordham.edu/msl/compliance
- Fashion Law: law.fordham.edu/msl/fashion

3. Thesis/Capstone

All M.S.L. students must enroll in a 3-credit capstone/thesis course in their final semester of study. The capstone/thesis course will require a substantial research paper or other project, completed under the supervision of a professor. Students in the M.S.L.

Corporate Compliance program who wish to register for this course must contact Anthony Agolia, and students in the M.S.L. Fashion Law program must Ariele Elia, ariele@fashionlawinstitute.com, in order to register for the course.

4. General Information about Courses

Information about courses, including descriptions and CRN numbers (which are necessary for registration) can be found on the Registrar's webpage and on my.fordham.edu. Students planning their first semester course schedules should consult the tentative list of courses for the following semester (if available) on the [Registrar's website](#). Although subject to change, this list should help students plan their course of study. Students can review course evaluations from prior semesters in [LawNET](#) by clicking on Academics, and then Course Evaluations.

5. Prerequisites and Co-Requisites

Some courses have a prerequisite or a co-requisite noted in their course descriptions. A prerequisite is a course that students must take before they can enroll in the specified course. A co-requisite is a course that students must take at the same time as their desired course, unless they have already completed it.

If you wish to take a course with a prerequisite you have not taken, but you believe nevertheless that you possess sufficient requisite knowledge to follow the course, you may request a waiver of the prerequisite. Requests must include a detailed explanation of the basis for the request and any relevant supporting material, including your resume or CV or proof of having taken a similar course (e.g., a course syllabus and transcript). Such requests should be sent to Anthony Agolia, and should be submitted as far in advance of registration as possible. Mr. Agolia will communicate such requests to the professor, in whose sole discretion such waivers will be made.

6. Externships

The Graduate Externship Program gives LL.M. and M.S.L. students the opportunity to engage in for-credit externships with a wide variety of host organizations, including non-profit organizations, corporate legal and compliance departments, government organizations, and law firms. Such placement experiences are intended to enrich the educational experience students receive in the Law School's doctrinal courses and to promote students' professional development by assisting them in integrating legal theory with skills and professional values.

Students must secure externship placements themselves; the Graduate Externship Program does not place students into externships. The process to find an externship is similar to the process you would go through to secure any type of employment. For this reason, we recommend that students seeking an externship utilize the services and resources available through the [Graduate Professional Development Program](#). In addition, we encourage you to look at the [list of organizations that have previously hosted externs](#), as they may be willing to host other externs in the future. We also frequently post externship opportunities in LawNET.

Students who participate in externships must enroll in the following courses:

- Graduate Externship Fieldwork (2 credits); and
- Graduate Externship Seminar (1 credit).

For information about procedures and policies related to the Graduate Externship Program, including important deadlines, please see the [Graduate Externship Program webpage](#).

7. Advice about Course Selection

M.S.L. students should work closely with their academic advisors to select an appropriate course of study. Fashion Law students should work closely with Ariele Elia, ariele@fashionlawinstitute.com. Students will also have the opportunity to discuss such matters with Anthony Agolia during their first semester at the Fordham Law Experience II event.

It is important to note that course selection varies from one semester to the next. Many courses are offered only once per academic year, or less frequently. With few exceptions, you should generally not assume that any particular course will be offered in a given semester.

8. Waivers

Requests for waivers of any M.S.L. program requirement may be made submitting the "[Request for Waiver from LL.M. Program Requirements](#)" form, available on [LawNET](#). To access the form, log in to LawNet, and look for "Forms Central" in the black ribbon at the top of the screen. Then select "Current Student Forms." The form is called "Request for Waiver from LLM/MSL Program Requirements."

Please be sure to include any and all relevant information necessary to support your request.

9. Credits Not Transferable to J.D. Program

The American Bar Association (ABA) prohibits law schools from applying credits earned while enrolled in the M.S.L. program toward the J.D. degree.

IV. COURSE REGISTRATION

A. Timing and Manner of Registration

Fall semester registration for returning students typically takes place in July. Spring semester registration for returning students takes place in October, November, December or January. Students should check the [academic calendar](#)⁶ to confirm registration dates.

Course and examination schedules are available on the [Registrar's webpage](#). Please note the following:

- “R” = Thursday
- “S” = Saturday
- “U” = Sunday

B. Registration Procedure

Students register for courses using the [fordham.edu](#) web portal. [Click here](#) for information on registering for classes using [fordham.edu](#). The portal will not allow students to register for courses that have conflicting meeting times – no matter how small the conflict may be.

After you have registered, please confirm your registration by going to [fordham.edu](#), click on “Banner Self Service” under “My Information” and then “Student” > “Student Records” > “Academic Transcript.” Be sure to select the relevant semester (fall 2022, spring 2023, etc.).

After you have registered, you will receive an email inviting you to electronically sign and read a Financial Responsibility Agreement (FRA). Colleges and universities increasingly use such agreements to make sure students understand their financial obligation to the institution. The process should be easy and take little time. If you do not sign your agreement within three weeks of receiving the agreement, a hold will be placed on your account.

You may also read and sign the [Financial Responsibility Agreement](#) by logging onto [my.fordham.edu](#).

A Financial Responsibility Agreement is a disclosure agreement between you and Fordham University that states that you agree to pay all charges that result from your registration and services you receive from the university. You will be asked to acknowledge that you understand that you are responsible to pay for all charges associated with your attendance and where applicable, residence costs at the university.

⁶ <https://go.activecalendar.com/fordhamuniversity/site/law>.

The agreement will also explain:

- how your financial aid is used to pay your bill.
- the consequences of not paying your bill in a timely fashion.
- how we let you know about any balance you owe the university.

If you refuse to sign the form, your enrollment will be subject to cancellation since you are not agreeing to pay the charges you incur as a result of the services you receive at Fordham.

You will only need to sign the agreement once as long as you maintain continuous enrollment with the university.

C. Registration Holds

Students with holds on their accounts will not be permitted to register for classes or receive diplomas or transcripts. Holds can be imposed for failure to make tuition or other payments, noncompliance with immunization requirements, failure to submit final transcripts as required during the admissions process, or other reasons. Students are responsible for ensuring that their accounts are free of holds well in advance of registration. The Office of International and Non-J.D. Programs does not have the authority to remove holds, even if placed by mistake (except for holds resulting from failure to submit final transcripts).

D. Closed Courses

Students are strongly urged to register at 7:00 a.m. E.T. on the initial date of registration in order to maximize the chances of getting into their chosen courses. During the first day of registration, many courses may close due to enrollment limits.

Students are responsible for checking the status of courses and registering for an available seat. To check to see if a course has any available seats, review the course schedule at law.fordham.edu/registrar, select the relevant semester, and then click on the hyperlinked "CRN" for the course. You will be brought to a screen that shows the enrollment level, course description and lists any prerequisites for that particular course.

If a course is closed, it may reopen for registration on my.fordham.edu if seats become available. Once seats are filled, the course will close again unless additional seats open up. This process will continue until the Add/Drop period closes. Students interested in registering for a closed course should check its status regularly, especially during the first week of classes, as many seats open up near the end of the Add/Drop period. Students may not approach a professor to attempt to get into a closed class; faculty cannot override the registration process.

Incoming students should be aware that many courses will appear to be closed due to enrollment limits prior to the beginning of registration. However, once registration begins at

7:00 a.m. E.T., additional spots will become available in most courses that LL.M. and M.S.L. students are eligible to register for.

E. Add/Drop Policy

During fall and spring semesters, a student may add or drop courses during the Add/Drop Period at the beginning of each semester using his or her my.fordham.edu account. The regular Add/Drop Period ends at the end of the first week of the semester. It is not possible to add a course after the end of the regular Add/Drop Period.

A student may request a “late withdrawal” from certain courses after the close of the Law School’s regular Add/Drop Period. Such requests must be made no later than two (2) weeks after the end of the regular Add/Drop Period. Approval from the Associate Dean’s designee⁷ is required for a late withdrawal and a grade of “W” (indicating “withdrew”) will be entered on the student’s official transcript.

A student will not be allowed a late withdrawal from a course if: (1) it is a course that must be taken that particular semester; (2) such withdrawal will result in the student failing to meet the minimum credit requirement for the division in which the student is enrolled; or (3) the course is designated as a “professional skills” course.

Students may add and drop courses only if their amended class schedule complies with ABA, NYS Court of Appeals, and AALS rules.

During summer session and other condensed courses, after the normal registration period ends, a student may add or drop a course that is not on the normal semester schedule only with approval from the instructor and the Associate Dean’s designee. Such approval must be requested no later than one (1) week from the first meeting date of the course. If approved, a grade of “W” (indicating “withdrew”) will be entered on the student’s official transcript.

In all circumstances, a student seeking to withdraw from or drop a course due to extraordinary family circumstances, documented medical incapacity, or disability must contact the Director of International and Non-J.D. Programs. If approved, a grade of “W” (indicating “withdrew”) will be entered on the student’s official transcript.

Part-time students who withdraw from a course will be entitled to a tuition refund as follows:

- Prior to second week of term 100%
- Prior to third week of term 70%
- Prior to fourth week of term 55%
- Prior to fifth week of term 40%
- Prior to sixth week of term 25%
- Thereafter 0%

⁷ The Associate Dean’s current designee is the Director of International and Non-J.D. Programs.

F. Wait List

A few courses allow interested students to place their names on a wait list if the course reaches capacity. For information about the wait list process, see the Registration Guides available on the [Registrar's website](#).

G. Initial Assignments

The Course Syllabi and First Assignments page⁸ allows students to access messages from professors, first assignments, syllabi, and lists of required and recommended text books for each course in advance of the start of each semester. This page is password-protected and can be accessed using your AccessIT ID (the same credentials you use to log into my.fordham.edu). Students are urged to check this website early and often, as it may be updated. Also, note that not all professors post assignments here. If an assignment for a class is not listed, it most likely means that the professor will give the first assignment in class.

H. Textbooks

After registering for classes and prior to the start of each semester, students should visit the bookstore to purchase the required textbooks for their classes. The [bookstore](#), located on the Ground Floor of the Lowenstein Building at the Lincoln Center Campus, maintains a list of the textbooks that are required for each class and can assist students in locating the books they need. This list is also available on the bookstore's website. The bookstore carries new and, when available, discounted used textbooks. Some students prefer to purchase their textbooks from other vendors such as Amazon.com; however students should be aware that textbooks are updated frequently, and they should ensure that they purchase the correct edition.

I. Auditing Courses

Graduate students may audit one course per semester subject to the approval of the Director of International and Non-J.D. Programs, provided that the student does not exceed the credit limit with an audited course, subject to the following rules:

- Audits are only allowed with permission of the instructor and subject to any conditions imposed by the instructor.
- Students/alumni may not audit an online course.
- Audits are allowed only when there are open spaces in the course after the last day of registration
- No audits are permitted of first-year J.D. courses, experiential courses, advanced legal writing methods classes, Fundamental Lawyering Skills, Trial Advocacy or J.D. required courses.
- No credit is granted for any audit.
- Students are restricted from repeating an audited course for credit.
- Auditors are not officially enrolled in audited courses and do not take examinations or write papers for audited courses.

⁸ <http://ow.ly/Ak35f>.

- Audited courses will appear on a transcript as reflecting “0” credits and graded as “AUD” (audit).
- Once a student receives approval to audit from the Director of International and Non-J.D. Programs, the student should contact the Office of the Registrar, Registrar@law.fordham.edu to be registered for the course.
- Request to audit must be made before the last day of the add/drop period for students, usually one week into each semester. For specific dates, visit the Academic Calendar: <https://bit.ly/2kDBxBd>
- Current Fordham Students: No fee
- Fordham Law Graduates: \$300 per course
- Others and LL.M. part-time division: Posted per-credit rate at <https://www.fordham.edu/school-of-law/admissions/llm-admissions/cost-of-attendance/>

J. CLE Credits

Students in the LL.M. and S.J.D. programs who are admitted to the New York bar may earn CLE credit for law school courses that they complete, per the NY State CLE Board’s [CLE Program Rules](#). When you are ready to request credit for courses you have completed, please email lawcle@law.fordham.edu a copy of the course schedule(s) for which you would like to receive credit and your Fordham ID number. The Office of Public Programs & CLE will then obtain an unofficial transcript from the Registrar's office, calculate the credit, and issue your certificate. Please allow up to three weeks for your certificate to be completed and sent to you.

V. EXAMINATIONS, PAPERS, AND GRADING

A. Examinations and Papers

Prior to the start of the examination period, students must read the [Rules Governing Examinations, Grades and Honors](#).

1. General Information about Examinations and Papers

Most courses require students to write an in-class or take-home examination or one or more papers during the semester. Course descriptions on my.fordham.edu and the Registrar's website frequently indicate what will be required of each course. If the course description is not clear, please check the tentative [examination schedule](#) on the Registrar's website to see whether a final examination has been scheduled. If an examination is not listed, the course probably requires a take-home examination or one or more papers. The professor's syllabus (which will either be available on the First Assignments page described above or distributed by the professor to students during the first week of class) should clarify what is required of students and the basis on which grades will be determined.

2. Using a Computer for Examinations

For most courses with an in-class examination, students have the option to write their examinations by hand or on their personal laptop computers. To take examinations on a computer, students must register to use the [Exam4 software](#) (the method by which computer-based exams are administered) each semester. Information about registering for the Exam4 software will be emailed to you before the exam period begins.

Please note that you must register for the Exam4 for each new final exam cycle. For example, first you must register for the software if you wish to use a computer to write the final exam for the Introduction to the U.S. Legal System and Process course. If you also want to use a computer to take your other final exams later in the semester, you must register for the Exam4 software again (when prompted to do so via email). Similarly, you must register for the Exam4 software in your second semester of study, even if you registered to use the software in your first semester of study.

Students are responsible for ensuring that their computers satisfy the following hardware and operating systems requirements. Note, these requirements do not apply to take-home exams, which is browser-based.

Hardware Requirements (minimum): 50 MB of hard drive space to install; 500 MB of hard drive space for exams; 8 GB Memory

Supported Operating Systems: Windows 10 (Home, Pro, Edu, and Enterprise); Windows 8.1 (Home, Pro, Enterprise); MacOS 10.14.6 (Mojave) MacOS 10.13.6 (High Sierra) Please note,

Windows 8.0 and earlier versions, including Windows 7/Vista/XP are not supported. Similarly, Mac OS 10.12.6 (Sierra) and earlier are not supported.

Students must have administrator rights to their laptop to download, install, and run Exam4.

3. Illness During Exam Period

Requests for permission to be excused from an examination may be granted for documented medical incapacity. Students needing to be excused from an examination for medical reasons must contact the Office of Student Affairs at 212.636.7155 *prior to the start of the exam* to speak with a counselor and to discuss the necessary documentation. Students must not contact their professors directly with such requests, as this would compromise the anonymous nature of the grading process.

4. Examination Conflicts or Excusals for Religious or Other Reasons

Students who have absolute examination conflicts (*i.e.*, two examinations scheduled for the same day and time) or who have examinations scheduled within 16 hours of each other may request that one examination be rescheduled. Students may also request that an examination be rescheduled for religious observances or under other very limited circumstances. Students should review the [Rules Governing Examinations, Grades and Honors](#) prior to requesting that an examination be rescheduled.

Students who wish to request that an examination be rescheduled for one of the reasons stated above must submit to the Office of the Registrar an Examination Conflict Form no later than the date specified on the [Law School Academic Calendar](#) (typically late September in the fall and late February in the spring). Any student with an absolute examination conflict may elect to take the two conflicting exams on the same day if, before the end of the seventh week of class, he or she notifies the Registrar of his or her election to do so. The examinations will then be scheduled so that there is a short interval between the end of the first examination and the beginning of the second examination. Students who must reschedule an examination for religious reasons will be required to take these examinations earlier on the day scheduled or on the previous day, if practical.

Students seeking to be excused from an exam for any other reason must seek permission from the Office of Student Affairs prior to submitting the Examination Conflict Form to the Registrar's office. Requests for excusals based on travel, vacation, personal, or social plans will always be denied. Other reasons may be considered; a partial list of possible acceptable reasons can be found in the [Rules Governing Examinations, Grades and Honors](#). Requests for such deferrals must be made in writing with documentation.

Any student who does not take an examination during the examination period and who is eligible to take it during the make-up period will be required to make up the examination on a scheduled date during the examination make-up period. The date will be determined by the Registrar after the end of the regularly scheduled examination period.

5. Closed/Open Book In-Class Exams; Use of Dictionaries in Examinations

Classes that are administered in the Law School at a scheduled time are considered to be “in-class” exams, although generally they take place after classes have ended. Such exams may be “open book,” “partial open book,” or “closed book.”

An “open book” format means that you may bring books, notes, and other written materials of your choice into the exam. A “partial open book” format means that you can bring into the exam written materials as specified by the instructor. A “closed book” format means that you are unable to bring notes, books, or any other materials into the exam room.

When an exam is open book, students are permitted to bring dictionaries with them into the exam room. In partial open book exams, students are permitted to bring dictionaries into the exam room only if specifically permitted by the professor. Dictionaries are not permitted in closed book exams.

The instructor for each course determines which format the exam will take.

B. Grading and Honors Policy

The grading policy below applies to all courses beginning Fall 2017.

1. Grading System

Except as set forth below, all grades for LL.M. and M.S.L. students are reported as "HONORS" (H); "VERY GOOD" (VG); "GOOD" (G); "PASS" (P); or "FAIL" (F). Descriptions of grades are as follows:

<u>Grade</u>	<u>GPA</u>
H+	4.2
H	4.0
H-	3.8
VG+	3.6
VG	3.4
VG-	3.2
G+	3.0
G	2.8
G-	2.6

P+	2.4
P	2.2
P-	2.0
F	0.0

2. Grading Curve

LL.M. Students: The instructor of any class with 4 or more LL.M. students will assign grades that generate a mean grade between 3.1 and 3.4, using the grade equivalences indicated above. If there are fewer than 4 LL.M. students in a class, the instructor shall assign no more than one H grade, but may otherwise assign grades at his or her discretion.

M.S.L. Students: The instructor of any class with 4 or more M.S.L. students will assign grades that generate a mean grade between 3.1 and 3.4, using the grade equivalences indicated above. If there are fewer than 4 M.S.L. students in a class, the instructor shall assign no more than one H grade, but may otherwise assign grades at his or her discretion.

3. Grading for Externships and Independent Study Projects

The Graduate Externship Fieldwork and Seminar and independent study projects are graded on a Credit/No Credit basis. Grades received for these courses are not factored into class standing and honors determinations. Master's Thesis and Capstone projects are graded using the grading scale described in Section (V)(B)(1) above.

4. Class Standing/GPAs

Beginning in Fall 2017, grade point averages (GPAs) will be calculated for LL.M. and M.S.L. students. LL.M. and M.S.L. student standing is calculated as being in the top 10%, 25%, or 50% of the class (including all August/September, February, and May graduates for a given academic year). Each year in June, graduates in the top 50% of the class from the previous academic year will receive a letter to indicate his or her placement in the class. Students with more than 6 transfer credits will not be included in class rankings calculations.

5. Honors

Latin Honors are awarded to graduating students as follows:

- *Magna cum laude:*
 - LL.M.: Awarded to students whose grades place them in the top 10% of graduating LL.M. students *and* who have completed the Writing Requirement, a Professional Skills course, or an Experiential course. To determine if a course satisfies the Writing Requirement, or is categorized as a Professional Skills course, see the schedule posted on the Registrar's

Website at law.fordham.edu/registrar. These courses will be noted as “WR” for Writing Requirement, or “PS” for Professional Skills in the “Other Requirements” column.

- M.S.L.: Awarded to students whose grades place them in the top 10% of graduating M.S.L. students.
- *Cum laude*: Awarded to students whose grades place them in the top 25% of graduating LL.M. or M.S.L. students.

LL.M. students who rank in the top 10% but have not completed the Writing Requirement, a Professional Skills course, or an Experiential course will receive *cum laude* honors.

All students who graduate in a given academic year (August/September, February, or May) will be included in honors calculations made each June.

Students with more than 6 transfer credits are not eligible for Latin Honors or awards.

If you are a dual concentration student and decide to graduate after your second semester, your honors eligibility will be determined based on grades earned during your first two semesters of study.

Online M.S.L. students are eligible for Latin Honors, and will be factored in to class rankings along with in-person M.S.L. students.

VI. FORDHAM UNIVERSITY SCHOOL OF LAW RULES AND POLICIES

A. Ethical Standards and Student Discipline

1. Overview

All students are responsible for reading and understanding the Rules and Regulations of Fordham Law School, including:

- the Law School's [Academic Regulations](#);
- the policies governing [Student Conduct and Grievance Procedures](#); and
- the [Code of Academic Responsibility](#).

All students are required to follow every rule on those pages and elsewhere. For students' convenience, several of the most important and relevant rules for LL.M. and M.S.L. students have been summarized below. However, students are responsible for reading and following the Rules and Regulations in their entirety.

Students enrolled in the Law School are subject to the disciplinary powers of Fordham University. The University reserves the right at any time to cancel a student's registration, refuse to award academic credits, or deny a certification or degree. The applicable provisions of the University Code of Conduct govern all students in the School of Law.

The rules and policies referenced in this Handbook are not exhaustive, and students are advised to judge their conduct not only by the specifics listed, but also the high standards of ethical behavior required by the legal profession. The rules detailed below are not complete; they serve merely as an introduction to the rules and policies of Fordham Law School. Two specific violations of ethical standards are discussed below: cheating and plagiarism.

2. Cheating

The Code of Academic Responsibility defines cheating to include, but not be limited to:

- i. acquiring, using, or providing any unauthorized assistance in taking any examination;
- ii. using or providing sources beyond those authorized by the faculty member in writing papers or carrying out other assignments, including the submission of work done for one assignment or course for another assignment or course without the permission of both faculty members; or
- iii. acquiring, using, or providing, without permission, tests or other academic material belonging to a faculty member or any University official.

3. Plagiarism

Plagiarism constitutes a serious academic offense. Disciplinary proceedings will be brought against any student who is suspected of committing plagiarism. Any student found to have committed, or to have induced another to commit, plagiarism will be subject to academic sanctions. These sanctions may take several forms but often include not receiving a grade for that class, suspension, or expulsion from the Law School.

Plagiarism is defined in the Law School's Code of Academic Responsibility as follows:

The term "plagiarism" includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another, without full and clear acknowledgement. It also includes the use of materials prepared by another engaged in the selling of term papers or other academic materials.

Plagiarism can be committed by failing properly to attribute someone else's words or ideas or by failing to use quotation marks or attribute the source of a quotation. For additional information, students should carefully read the Law School's [Code of Academic Responsibility](#).

When using the work of another, students should cite sources carefully (using footnotes or endnotes) to the original author using the Bluebook citation format (from [The Bluebook: A Uniform System of Citation](#)) or whatever format is prescribed by the professor. Examples of proper citation are shown below.

- Direct Quotation.

Incorrect: First, the U.S. governmental structure is marked by divisions of power, both vertical and horizontal.

Correct: "First, the U.S. governmental structure is marked by divisions of power, both vertical and horizontal." TONI JAEGER-FINE, AN INTRODUCTION TO ANGLO-AMERICAN LEGAL SYSTEMS 1 (2006).

- Paraphrasing.

Incorrect: The U.S. governmental structure is marked by both vertical and horizontal divisions of power.

Correct: The U.S. governmental structure is marked by both vertical and horizontal divisions of power. TONI JAEGER-FINE, AN INTRODUCTION TO ANGLO-AMERICAN LEGAL SYSTEMS 1 (2006).

Any student with questions about proper citation to authority or the appropriate use of source materials should the graduate programs office, his or her Legal Writing instructor, or the professor for whom he or she is writing the paper. Students may also seek guidance from the Fordham University Writing Center. For information about the Writing Center, see Section I(F) (7) of this Handbook.

All incoming foreign-trained LL.M. students, and all in-person M.S.L. students, are required to attend an in-person Plagiarism workshop during orientation, complete an [online plagiarism course](#), take the [certification test for master's and doctoral students](#), and submit the certification before the semester begins. LL.M. students who already hold a J.D. from a U.S. law school must complete the certification test and submit a [certification for mater's or doctoral students](#), but are not required to attend the in-person workshop, and participation in the online course itself, while recommended, is optional. LL.M. students should email their certificates to llm@law.fordham.edu. In-person M.S.L. students should email their certificates to mssl@law.fordham.edu. Failure to satisfy this requirement will result in a hold being placed on your account, which will prevent you from registering for second semester classes.

4. Social Media and Other Platforms

Students often set up group chats using WhatsApp, Facebook and other platforms. While interacting on these platforms, students are expected to conduct themselves in a professional and respectful manner that is consistent with the policies governing [Student Conduct and Grievance Procedures](#).

B. Class Attendance

Regular class attendance is required and expected. The class dialogue is extremely important to the learning process, and information conveyed in class discussions is generally not replicated in the assigned readings. Failure to attend class on a regular basis may negatively affect a student's grade and may result in a professor refusing to allow a student to sit for a final examination or posting a failing grade.

Students who are in the U.S. on a student visa should be aware that members of the faculty are required to monitor student attendance and report unexcused absences to the U.S. government under the Student Exchange and Visitor Information System (SEVIS). Students who are prevented from attending classes regularly for a period of time due to illness or for any other reason must contact Anthony Agolia before extended absences occur.

C. Failing Grades

Students do not receive credit for any courses in which they receive a grade of "F" or "FA" (Fail). Any student receiving a grade of "F" or "FA" in a required course must, in consultation with Anthony Agolia, take additional courses as necessary to complete the degree requirements. The "F" or "FA" will remain on a student's transcript. The Law School may dismiss from the program any student receiving a grade of "F" or "FA" in two or more courses.

Full-time students who fail a course and who must make up the course or credit in a subsequent semester outside of the regular program must pay the per-credit rate for credits earned in those courses. Part-time students must pay the per-credit rate to retake the course or make up for the unearned credit.

Failed courses aggregating in credit value more than one quarter of the credits taken by a student in any academic year will constitute a failed year irrespective of the weighted average obtained by the student. In such case, the student will not be permitted to continue in the school or to graduate. For purposes of this rule any failed course that is retaken will be treated as if it had not been retaken. The student may seek readmission.

An academically dismissed student may seek permission to repeat the failed year by filing a Petition for Permission to Repeat with the Dean of Admissions and by appearing personally before the Readmission Committee at its stated sittings, usually in late July. The Readmission Committee may consider any information it considers relevant, including without limitation not only the applicant's law school record but also information revealed in his or her law school application file. Permission to repeat is granted only under extraordinary circumstances, such as where the applicant has shown a reason for his or her failure, which reason is not likely to recur. The transcript of any student who is readmitted will contain all grades received in the failed year.

D. Select Other Rules

1. Employment

Full-time students may be employed for no more than 20 hours per week during the semester. Note that additional restrictions may apply to students with F-1 or J-1 visas (contact the [Office for International Services](#)⁹ for more information).

2. Leaves of Absence

In appropriate circumstances, a leave of absence of up to 18 months may be granted. Students needing to take a leave of absence should contact Anthony Agolia and fill out the leave of absence form, available on [LawNET](#). Look for the section entitled "Registration and Enrollment Forms," and once you are there you will see a form called "Withdrawal and Leave of Absence."

If a leave is granted, a student may receive a whole or partial tuition refund as detailed on the leave of absence form. Students are strongly encouraged to purchase tuition insurance in the event they are not eligible for a full or partial refund as a result of a leave of absence.

To return from a leave of absence, a student must notify the Registrar and the Office of International and Non-J.D. Programs as far in advance as possible of his or her planned return. Please note that students with scholarships who take a leave of absence are not guaranteed to receive a scholarship when they return.

LL.M. students who do not hold a J.D. from a U.S. law school or who are not already admitted to the New York bar should note that a leave of absence may affect eligibility to sit for the New York State Bar Examination, as the New York Court of Appeals requires students to complete their LL.M. programs within 24 months in order to be eligible to sit for the bar.

⁹ www.fordham.edu/ois.

Students who are studying on an F-1 visa should consult with the Office of International Services regarding how taking a leave of absence might impact their eligibility for OPT. Taking a leave of absence may result in the student no longer being eligible for OPT after graduation.

In order to be eligible for OPT, students must complete two consecutive semesters as an F-1 student. Students who spend one semester outside of the U.S. taking online classes will need two subsequent consecutive semesters in order to apply for OPT.

3. Transfer from One Division to Another (Part- or Full-Time)

Students may transfer from one division to another (*i.e.*, full-time to part-time or vice versa) by submitting the Request for Status or Program Change form, available on [LawNET](#). To access the form, log in to LawNET and click on the “Resources” tab near the center of the screen. Then select the “Forms Central” button. Then select “Student Forms.” If you wish to transfer divisions, please contact Anthony Agolia.¹⁰

4. Recording Classes

Students are not permitted to tape or record lectures. Exceptions may be made with permission of the professor. When a professor does grant such permission, students are responsible for providing their own recording devices as well as making their own arrangements for the recording of the class.

5. Changes in Graduation Date

Students who are in the U.S. on a visa issued by Fordham University must notify the Office of International Services (OIS) of any change to their graduation date.

¹⁰ aagolia@law.fordham.edu

VII. FINANCE AND FINANCIAL AID

A. Tuition

Information about tuition and fees is [posted on the Fordham Law website](#). A sample expense budget with the cost of attendance can be found on the Law School's [tuition page](#). Additional information on tuition-related issues may be found on the [University's Financial Aid website](#) and the website of the [Office for International Services](#). Tuition is charged per semester, half in the fall and half in the spring. Electronic bills start to become available early/mid July and early December, but the date of availability depends on when you register for classes. The bill must be paid in full in early August for the fall semester and early January for the spring semester. You may view your bill online at "My E-Bill Suite" on [my.fordham.edu](#). You will need your Fordham user name and password to log on to [my.fordham.edu](#). Remember, you are responsible for monitoring your billing account and paying any outstanding balance by the due date. Scholarships, seat deposits, and other credits to your student account may not be reflected when your student bills are initially created. Credits are processed and applied after the billing cycle opens and may not be reflected on your bill until after the due date. All students should review their bills closely and calculate the amount for which they are responsible in order to pay this amount by the due date. Tuition bills coming electronically from now on. Students get an email that their bill is ready and then login to [my.fordham.edu](#).

Any student who takes 15 credits in their first semester of study and then converts to part-time status and takes 9 credits in their second semester of study will be charged the full-time tuition rate during their second semester of study.

B. Making Payments

The Fordham University Enrollment Services Office, located in the Lowenstein Building, Room 214, handles all tuition and fee payments. For office hours or questions about tuition or payments, visit the [Enrollment Services website](#) or call 212.636.6700.

Tuition and fees are due several weeks prior to the beginning of each semester. Students should check their accounts on [my.fordham.edu](#) regularly to view their invoices and determine the date by which tuition and fees are due. In addition, the University sends bills by regular mail approximately one month prior to the due date. Even if you do not receive a paper statement by mail, you will be expected to check your account on [my.fordham.edu](#) regularly and you will be responsible for timely payment of all charges. Grant and loan credits should appear on the bills and on [my.fordham.edu](#). If any expected credits do not appear, students should contact the [Financial Aid Office](#).

For all other information, including information about methods of payment, late charges, or our monthly tuition payment plan, please visit the [Enrollment Services website](#).¹¹

¹¹ http://www.fordham.edu/info/21359/enrollment_services.

C. Financial Assistance

For information on Financial Aid for law students, please visit the [Law School Financial Aid office website](#). For additional information on financial aid for graduate students, [click here](#).

1. Government Loan Programs

a. General Information

Some students may be eligible to receive funds through various government loan programs such as the Federal Subsidized and Federal Unsubsidized Stafford Loan programs. To be eligible for federal government loan programs, a student must be a U.S. citizen/national or eligible non-citizen.

Students are not eligible for federal aid if they are in the U.S. on an F-1 or F-2 student visa, a J-1 or J-2 exchange visitor visa, or a G-series visa. Students who believe they are eligible for these loan programs or who would like more information should contact [Fordham Law School's Financial Aid Office](#) at 212.636.6815 or lawfinaid@law.fordham.edu.

b. Satisfactory Academic Progress

Students who fail to attain satisfactory academic progress will lose federal financial aid eligibility. If the student resumes satisfactory academic progress, the student will regain federal financial aid eligibility as long as he/she maintains satisfactory academic progress.

To maintain Satisfactory Academic Progress, a full-time Fordham Law School LL.M. student must do the following:

- Attempt at least 10 credits per semester;
- Pass at least 75% of the credits for which the student is registered each semester (rounded down to the nearest whole number) with no more than 1 grade of F or FA; and
- Complete the program in no more than 3 semesters.

To maintain Satisfactory Academic Progress, a part-time Fordham Law School LL.M. student must do the following:

- Attempt at least 2 credits per semester;
- Pass at least 75% of the credits for which the student is registered each academic year (rounded down to the nearest whole number) with no more than 1 grade of F or FA; and
- Complete the program in no more than 6 semesters.

To maintain Satisfactory Academic Progress, a full-time Fordham Law School M.S.L. student must do the following:

- Attempt at least 11 credits per semester;
- Pass at least 75% of the credits for which the student is registered each semester (rounded down to the nearest whole number) with no more than 1 grade of F or FA; and
- Complete the program in no more than 3 semesters.

To maintain Satisfactory Academic Progress, a part-time Fordham Law School M.S.L. student must do the following:

- Attempt at least 2 credits per semester;
- Pass at least 75% of the credits for which the student is registered each academic year (rounded down to the nearest whole number) with no more than 1 grade of F or FA; and
- Complete the program in no more than 8 semesters.

VIII. STUDENT ORGANIZATIONS, EVENTS, AND ACTIVITIES

A. School-Wide Student Programs and Activities

Fordham Law School offers a wide range of activities for students. While it would be impossible to list the many activities that take place in the Law School on a daily basis, some of the key organizations and activities that form an important part of student life at the Law School are set forth below.

Students should regularly check the postings on the various bulletin boards around the Law School, as well as LawNET, e-newsletters and other email notifications, for specific events and activities that may be of interest to them. For the most up to date information, students should regularly consult LawNET, the [Law School calendar](#), weekly e-newsletters, and the television monitor just inside the entrance to the Law School.

1. Student Bar Association (SBA)

The [Student Bar Association \(SBA\)](#) is the elected student government of Fordham Law School. The SBA organizes extracurricular activities, oversees and funds student groups, communicates student opinion on academic and other matters to the faculty and administration, selects the student members of and liaisons to faculty committees, and organizes events throughout the year. All LL.M. and M.S.L. students are members of the SBA.

2. The Global Law Society

The Global Law Society (GLS) aims to bring a greater international focus to the Fordham Law community and to help integrate the law school's domestic and international student bodies in order to maximize the educational opportunities for all. The group hosts speakers on international legal issues, sets up receptions with law firms that practice international law, and coordinates social events for its membership. GLS is open to all Fordham Law students. For additional information, please contact fordhamglsgl@gmail.com.

3. Law Journals (LL.M. students only)

Foreign-trained LL.M. students may apply for special staff positions on certain Fordham Law School student-edited law journals. LL.M. staff members assist in analyzing and editing journal materials, reviewing scholarly works from outside the United States, researching laws of their respective country/region, and other tasks. LL.M. staff members do not receive academic credit for work on journals. Students are eligible to apply for journal membership only during their first semester of study. Information about journal applications and deadlines will be distributed to students during Orientation or shortly thereafter.

4. Other Student Organizations

Fordham Law School hosts a large number of student-run organizations that address a variety of interests and appeal to different groups of students at the Law School. At the beginning of the school year, a fair is held so that students can get acquainted with all the student organizations at the Law School. Information on group meetings is also posted throughout the Law School. LL.M. and M.S.L. students are welcome and encouraged to join student organizations at the Law School. A detailed list of organizations is available on the [Fordham Law School website](#).

5. Conferences and Other Programs

LL.M. and M.S.L. students are welcome to attend conferences and other programs hosted by Fordham Law School. These programs, often hosted by the Law School's numerous outstanding centers and institutes, provide excellent opportunities for students to learn about cutting edge issues within their areas of expertise and may also provide useful networking opportunities. For more information, visit the [Centers and Institutes](#) website. We encourage students to consider not only attending these conferences, but also volunteering to help organize and staff conferences.

B. International and Non-J.D. Programs Activities and Opportunities

The Office of International and Non-J.D. Programs offers a number of special activities for graduate students geared toward making each student's experience both professionally and personally rewarding. Students will be informed of these activities and events via LawNET. Some of these activities and programs are set forth below. We welcome the input and participation of all students in these activities and encourage students to suggest new programs and activities for students.

1. Fordham Law School Graduate Student "Buddy" Program

The Graduate Program provides each incoming graduate student with access to a group of returning students who have volunteered to share their experiences and offer guidance to new students. We of course expect that you will develop many close friendships within the graduate program and the Law School in general, but we think that it is particularly useful in the weeks before you arrive and in the early days of the semester to have a group of people that you can go to with questions or for advice. Many close friendships have emerged from these "buddy" arrangements.

2. Legal Language Classes (LL.M. Student Language Instructors)

A number of LL.M. students teach non-credit classes in the legal language of their native languages to interested students. The classes end before the beginning of finals and resume the following semester. Their goal is to provide students with some skill in communicating legal terms and concepts to clients in the language being taught. The classes are taught at three levels—beginner, intermediate, and advanced. The specific language courses offered depends on student interest. LL.M. student instructors are given modest payment for their

participation. LL.M. students who are interested in teaching one of these non-credit courses may contact lawstudentaffairs@law.fordham.edu with questions and/or send their resume or CV to the Office of Student Affairs in Room 4-101.

IX. COMMENCEMENT AND RELATED ACTIVITIES

For complete information on graduation, please visit the website of the [Office of Student Affairs](#).

A. Graduation Application and Audit

All graduating students must complete a two-step process in order to be confirmed to graduate. The steps may be completed in any order. Students will be notified via email (and in LawNET) by the Office of International and Non-J.D. Programs when it is time to submit the Graduation Application and the Graduation Audit Form.

1. Step One: Graduation Application

The Graduation Application must be submitted online via my.fordham.edu. Students can access the Graduation Application by selecting “Banner Self Service” on the “Student” tab in my.fordham.edu, then clicking “Student Records,” then “Apply to Graduate.”

2. Step Two: Graduation Audit Form

All students must submit the Graduation Audit Form, available on LawNET for [LL.M. students](#) and [M.S.L. students](#). To access the form, log in to LawNET and click on the “Resources” tab near the center of the screen. Then select the “Forms Central” button. Then select “Student Forms.” Choose “LL.M. Graduation Audit Form” or “M.S.L. Graduation Audit Form” as appropriate. Prior to filling out the form, students should review the requirements for their program as set forth in Section II of this Handbook.

B. Ceremonies

Commencement ceremonies, also known as graduation ceremonies, are the ceremonies at which students are officially awarded their degrees. In the U.S., commencement exercises are splendidly formal events, complete with academic regalia. While attendance at graduation ceremonies is optional, these events provide a great opportunity for students to celebrate their achievements with classmates, family, and friends.

There are two graduation ceremonies in which LL.M. and M.S.L. students may participate: the University Commencement exercises and the Law School Diploma Ceremony, as described below.

Both the University Commencement and the Law School Diploma Ceremony take place in May of each year. Students who complete their degree requirements in the preceding

February or August/September are welcome and encouraged to participate in these commencement ceremonies in the May following their degree completion date. Information regarding the specific dates of the ceremonies will be on the Law School calendar online once available.

1. University Commencement

The University Commencement is a ceremony for graduating students from all schools and departments of in Fordham University. It takes place at the University's Rose Hill campus, accessible by subway or Metro North railway. This ceremony is followed by a reception for graduating students and their families. Both the ceremony and the reception are open to all graduating students and their families and friends. Tickets are not required; students may invite as many guests as they like. Typically, few law students attend this event, but students are urged to consider attending; it is a ceremony full of pomp and circumstance and school pride and takes place on one of the most scenic campuses in the United States. Detailed information about the ceremony is available at law.fordham.edu/graduation.

2. Law School Diploma Ceremony

The Law School Diploma Ceremony is for Law School students only, and most graduating students attend this ceremony.

Attendance at the Law School Diploma Ceremony requires a ticket. Each student receives a set number of tickets (typically 3-5 tickets, determined each year based on capacity constraints). Additional tickets may be available through a lottery system. Tickets and invitations are distributed by the Office of Student Affairs. Students who will not be in New York during the spring semester should make arrangements with the Office of Student Affairs before they leave to receive their invitations and tickets. Students who have any health, financial, or other holds on their accounts will not receive tickets for the Diploma Ceremony.

Any questions regarding commencement, including academic attire and invitations, should be directed to the Office of Student Affairs.

C. Academic Attire

Students participating in commencement exercises are required to wear academic attire (*i.e.*, caps, gowns, and hoods). In the spring semester, the Office of Student Affairs will provide information on academic attire. Students who do not plan to be in New York during the spring semester but plan to attend commencement exercises must monitor their Fordham Law School email carefully throughout the spring in order to be sure they complete all steps necessary to participate in the commencement activities.

D. Diplomas

Diplomas will be distributed shortly after the Law School Diploma Ceremony to all students who have completed the degree requirements and are in good standing. Students should pay close attention to instructions from the Office of International and Non-J.D.

programs, disseminated during the spring semester, to ensure that they have fulfilled any additional requirements for releasing their diploma. Students who are not in the New York area when diplomas are distributed may submit a Mailing Request form, also available in [LawNET](#), requesting that their diplomas be mailed to them.

E. Awards for LL.M. and M.S.L. Students

A number of awards are presented to graduating students each year. A few of these awards, which are particular to LL.M. or M.S.L. students, are listed below; other prizes may also be awarded to LL.M. or M.S.L. students. Students with more than 6 transfer credits are not eligible for any awards.

1. LL.M. Student Awards for Academic Achievement

The LL.M. Student Awards for Academic Achievement are awarded to the three LL.M. students with the highest cumulative GPAs in each graduating class.

2. M.S.L. Student Awards for Academic Achievement

The M.S.L. Student Awards for Academic Achievement are awarded to the three M.S.L. students with the highest GPAs in each graduating class.

3. Graduate Student Community Prize

The Graduate Student Community Prize is awarded to the graduating LL.M. or M.S.L. student who has made a singular and distinctive contribution to the Law School community or to the Fordham Law graduate student community.

APPENDIX A
FORDHAM LAW SCHOOL AND UNIVERSITY CONTACT INFORMATION

Issue/Office	Contact Information
Academic Advice – All but Fashion Programs	Anthony Agolia International and Non-J.D. Program Office 150 West 62 Street, Room 8-131 Tel: 212.636.6917 aagolia@law.fordham.edu Appointments: click here
Academic Advice – Fashion Programs	Ariele Elia Fordham Law Fashion Institute 150 West 62 Street, Room 8-127 Tel: 646.293.3926 ariele@fashionlawinstitute.com
Admissions and Enrollment	Marty Slavens International and Non-J.D. Program Office 150 West 62 Street, Room 8-131 Tel: 212.636.6883 llm@law.fordham.edu mssl@law.fordham.edu
Bookstore	The Fordham Store Lowenstein Building, Ground Floor 113 West 60 Street Tel: 212.636.6080
Career Planning	Graduate Professional Development Program International and Non-J.D. Program Office 150 West 62 Street, Room 8-131 Tel: 212.636.6917 or 212.636.6883 GDPD@law.fordham.edu Appointments: https://calendly.com/gdpd
Career Planning – Fashion-Specific Advice for Fashion Law Students	Ariele Elia Fordham Law Fashion Institute 150 West 62 Street, Room 8-127 Tel: 646.293.3926 ariele@fashionlawinstitute.com .
Commencement and Diploma Ceremony (including attire and tickets)	Office of Student Affairs 150 West 62 Street, Room 4-101 Tel: 212.636.7155 Fax: 212.636.7167 lawstudentaffairs@law.fordham.edu

Issue/Office	Contact Information
Computer-Assisted Legal Research (Lexis, Westlaw and Bloomberg)	<p>Law Library Tel: 212.636.6900</p> <p>Bloomberg: Julia Perdue jperdue@bloomberglaw.com (888) 560-2529</p> <p>Lexis: Nadjia Bailey nadjia.bailey@lexisnexis.com 1-800-45-LEXIS</p> <p>Westlaw: Estee Waxman estee.waxman@thomsonreuters.com 1-800-850-WEST</p>
Disability Accommodations	<p>Abel Montez Office of Student Affairs 150 West 62 Street, Room 4-101 Tel: 212.636.7155 amontez@law.fordham.edu</p>
Financial Aid	<p>Financial Aid Office 150 West 62 Street, Room 4-105 Tel: 212.636.6815 lawfinaid@law.fordham.edu</p>
Fordham Housing	<p>The Office of Residential Life at Lincoln Center McMahon Hall 155 West 60 Street, Room 108 Tel: 212.636.7100 reslifelc@fordham.edu</p> <p>Michelle Costantino Graduate Housing gradhousing@fordham.edu</p>
Health Center (vaccinations, medical issues)	<p>Student Health Services McMahon Hall 155 West 60 Street, Room 203 Tel: 212.636.7160</p>
Health Insurance (domestic students)	<p>Student Health Services McMahon Hall 155 West 60 Street, Room 203 Tel: 212.636.7160</p>

Issue/Office	Contact Information
International Student Issues (health insurance waivers, visas, work permits, Social Security numbers)	Office for International Services 45 Columbus Avenue 3rd Floor New York, NY 10023 Tel: 212.636.6270 ois@fordham.edu
Lockers	Office of Student Affairs 150 West 62 Street, Room 4-101 Tel: 212.636.7155 lawstudentaffairs@law.fordham.edu
Network and Technology Issues (email, VPN, Blackboard, wireless)	Law School Help Desk 150 West 62 Street, Room LL-125 Tel: 212.636.6786 lawhelpdesk@law.fordham.edu
Tuition Payments and Fees	Enrollment Services Lowenstein Building, Room 214 113 West 60 Street Tel: 212.636.6700 studentaccts@fordham.edu

For additional contact information, please visit the [Law School Directory](#).

APPENDIX B
PLACES TO EAT NEAR/AT FORDHAM LAW SCHOOL

Coffee

Starbucks Coffee – on the corners of:

- Broadway and West 60 Street
- Broadway and West 63 Street
- Columbus Avenue and West 59 Street

Breakfast/Lunch/Dinner

Le Pain Quotidien

60 West 65 Street (near Broadway)

Olympic Flame Diner

200 West 60 Street (near Amsterdam Avenue)

Olympic Flame Diner

893 9 Avenue (between 57 and 58 Streets)

Route 66

858 9 Avenue (between 55 and 56 Streets)

The Smith

1900 Broadway (at West 63 Street)

Fast Lunch

Burrito Box

885 9 Avenue (between 57 and 58 Streets)

The Cafeteria in Whole Foods

10 Columbus Circle, Lower level

The Lunch Box

886 9 Avenue (between 57 and 58 Streets)

Witchcraft

61 West 62 Street (at Broadway)

Lunch/Dinner

There are many places to eat near the Law School, especially down 9th Avenue. The following is a fairly random and incomplete list:

American Table Cafe and Bar

1941 Broadway (at Alice Tully Hall at Lincoln Center)

Andanada

141 West 69 Street (between Broadway and Columbus Avenue)

Atlantic Grill

49 West 64 Street (at Broadway)

Bar Boulud

1900 Broadway (at 64 Street)

Boulud Sud

20 West 64 Street (between Broadway and Central Park West)

Cafe Fiorello

1900 Broadway (at West 63 Street)

Cafe Luxembourg

200 West 70 Street (at Amsterdam Avenue)

Ed's Chowder House

44 West 63 Street (at Broadway)

Greek Kitchen

889 10 Avenue (at West 58 Street)

Landmarc

101 Columbus Circle, 3rd Floor

Lincoln Ristorante

142 West 65 Street (between Broadway and Amsterdam Avenue)

Marea

240 Central Park South (near Columbus Circle)

PJ Clarke's
44 West 63 Street (corner of Columbus Avenue)

The Redeye Grill
890 7 Avenue (between 56 and 57 Streets)

Rosa Mexicano
61 Columbus Ave (at 62 Street)

Trattoria Dell'Arte
900 7 Avenue (between 56 and 57 Streets)

Drinks

The Empire Rooftop Bar and Lounge
44 West 63 Street (between Broadway and Columbus Avenue)

The Empire Hotel Lobby Bar
44 West 63 Street (between Broadway and Columbus Avenue)

Vanguard Wine Bar
189 Amsterdam Avenue (between 68 and 69 Streets)

Fordham Lincoln Center Dining Services

[BONMi](#) (Vietnamese inspired fast casual restaurant)
150 West 62 Street (west of Fordham Law School main entrance)

[Ram Café](#) (a variety of dining options)
Leon Lowenstein Center
Plaza Level

[Schmeltzer Dining Hall](#) (traditional diner fare, but with an upscale twist)
Fordham Law School
Second Floor, 2-04

[Community Dining Hall](#) (all-you-can-eat location that creates made to order meals)
Fordham Law School
First Floor, 1-05

APPENDIX C
SELECT BAR ASSOCIATIONS

National

Name:	Website:
American Bar Association	https://www.americanbar.org/
American Catholic Lawyers Association	http://www.americancatholiclawyers.org/
Arab American Bar Association	http://www.arabamericanbar.org
Federal Bar Association	http://www.fedbar.org
Hellenic Bar Association	http://www.hellenicbarassociation.com
Hispanic National Bar Association	http://www.hnba.com
National Asian Pacific American Bar Association	http://www.napaba.org
National Bar Association	http://www.nationalbar.org
National Black Prosecutors	http://blackprosecutors.org
National Italian American Bar Association	http://www.niaba.org/
National LGBT Bar Association	http://www.lgbtbar.org/
Nigerian Lawyers Association, Inc.	http://nigerianlawyers.org
Federal Communications Bar Association (FCBA)	http://www.fcba.org/
Energy Bar Association (EBA)	http://www.eba-net.org/

New York – Statewide:

Name:	Website:
Asian American Bar Association of New York	http://www.aabany.org/
Black Bar Association of Bronx County	http://www.blackbarassociationbx.com/
Korean American Lawyers Association of Greater New York	http://www.kalagny.org/
LGBT Bar Association of Greater New York	http://www.le-gal.org/
New York State Academy of Trial Lawyers	http://www.trialacademy.org/
New York State Association of Criminal Defense Lawyers	https://nysacd.org/
New York State Bar Association	http://www.nysba.org
New York State Criminal Bar Association	http://nycrimbar.org/
New York State Defenders Association	https://www.nysda.org/
New York State Trial Lawyers Association	http://www.nystla.org/
Puerto Rican Bar Association	http://prbany.com
Women’s Bar Association of the State of New York	http://www.wbasny.org
Injured Workers' Bar Association	http://www.injuredworkersbar.org/
New York Criminal & Civil Courts Bar Association	http://www.nycccba.org/

New York – Local:

Name:

Albany County Bar Association
Amistad Long Island Black Bar Association
Association of Black Women Attorneys
Bronx Bar Association
Brooklyn Bar Association
Brooklyn Women's Bar Association
Dominican Bar Association
Latino Lawyers Association of Queens County
Long Island Hispanic Bar Association
Metropolitan Black Bar Association
Muslim Bar Association of New York
Nassau County Bar Association
New Rochelle Bar Association
New York City Bar Association
New York County Lawyers Association
Northern District of New York Federal Court Bar Association
Queens County Bar Association
Richmond County Bar Association
Rockland County Bar Association
Rockland County Women's Bar Association (RCWBA)
South Asian Bar Association of New York
Suffolk County Bar Association
Westchester Black Bar Association
Westchester County Bar Association

Website:

<http://www.albanycountybar.com/>
<http://www.amistadblackbar.org>
<http://www.abwanewyork.org/>
www.bronxbar.com
www.brooklynbar.org
<https://brooklynwomensbar.org/>
<http://www.dominicanbarassociation.org/>
<http://latinolawyers.org/>
<http://www.lihba.org/>
<http://www.mbbanyc.org/>
<https://www.mubany.org/>
<http://www.nassaubar.org>
<http://www.nrbar.org/>
<http://www.nycbar.org>
<http://www.nycla.org>
<http://www.ndnyfcba.org/>
www.qcba.org
<http://www.thercba.com/>
<http://www.rocklandbar.org/>
<http://www.rcwba.org/>
<http://www.sabany.org/>
<http://www.scba.org>
<http://www.wbbany.org/>
<http://www.wcbany.org/>