

## STUDY ABROAD TRANSFER OF CREDIT

Students who study abroad in one of Cardozo's **partner exchange programs** will be automatically enrolled in 12 "study abroad" credits as a placeholder for the semester abroad. Students must receive advanced approval from the Graduate and International Programs Office for the courses they will take abroad. At the end of the semester abroad, in order for students to receive credit, students must:

1. Request the partner school to send an official transcript to Cardozo's Registrar Office.
2. Have taken the courses for which they were pre-approved.
3. Have earned an equivalent grade of "C" or better in the courses abroad.
4. Have been registered for the number of credits at partner school, as instructed by the Graduate and International Office, to be equivalent to 12 ABA credits at Cardozo.
5. Not duplicate any courses already taken at Cardozo.
6. Not use credits from abroad to accelerate graduation.
7. Not use any credits from abroad to complete distribution requirements, with the exception of Category IV Comparative Law requirement.
8. Not transfer more than 4 credits of law-related graduate coursework from outside a Faculty of Law.

Students who study abroad in an **independent program** must have their courses pre-approved by the Dean of Students and complete a Leave of Absence form and Transfer of Credit form with appropriate signatures. At the end of the semester, in order for students to receive credits, students must:

1. Request the independent program to send an official transcript to Cardozo's Registrar Office.
2. Have taken the courses for which they were pre-approved.
3. Have earned an equivalent grade of "C" or better in the courses abroad.
4. Have been registered for the number of credits to be equivalent to 12 ABA credits at Cardozo.
5. Not duplicate any courses already taken at Cardozo.
6. Not use credits from abroad to accelerate graduation.
7. Not use any credits from abroad to complete distribution requirements, with the exception of Category IV Comparative Law requirement.
8. Not transfer more than 4 credits of law-related graduate coursework from outside a Faculty of Law.