

# CARDOZO LAW

BENJAMIN N. CARDOZO SCHOOL OF LAW • YESHIVA UNIVERSITY  
OFFICE OF GRADUATE AND INTERNATIONAL PROGRAMS

## APPLICATION FOR SEMESTER STUDY ABROAD

### Programs:

Semester Exchange Programs	Language of Instruction	Terms	Further Information
Amsterdam Law School Amsterdam, the Netherlands	English	Fall or Spring	<a href="http://www.studeren.uva.nl/exchange_law">www.studeren.uva.nl/exchange_law</a>
Bucerius Semester Program Hamburg, Germany	English and/or German	Fall	<a href="http://www.law-school.de/exchangeprogram.html?&amp;L=1">www.law-school.de/exchangeprogram.html?&amp;L=1</a>
Central European University (CEU) Budapest, Hungary	English	Fall	<a href="http://legal.ceu.hu/">legal.ceu.hu/</a>
Chinese University of Hong Kong Hong Kong	English	Fall or Spring	<a href="http://www.cuhk.edu.hk/law/">www.cuhk.edu.hk/law/</a>
ESADE Law School	English and Spanish	Fall	<a href="http://www.esade.edu">www.esade.edu</a>
Peking University Law School	English and Chinese	Fall or spring	<a href="http://en.law.pku.edu.cn/">en.law.pku.edu.cn/</a>
Tel Aviv University Tel Aviv, Israel	English	Spring	<a href="http://www6.tau.ac.il/law_exchange/">www6.tau.ac.il/law_exchange/</a>
University of Oxford Programme in Comparative Media Law and Policy Oxford, England	English	Spring	<a href="http://pcmlp.socleg.ox.ac.uk/studying-and-visiting/semester-law-school">pcmlp.socleg.ox.ac.uk/studying-and-visiting/semester-law-school</a>
Université Paris X-Nanterre Paris, France	French	Fall or Spring	<a href="http://www.u-paris10.fr/">www.u-paris10.fr/</a>
University of Rome Tre Rome, Italy	English	Fall or Spring	<a href="http://www.giur.uniroma3.it/studying_law/about.php">www.giur.uniroma3.it/studying_law/about.php</a>
University of Sydney Sydney, Australia	English	Fall or Spring	<a href="http://sydney.edu.au/law/">sydney.edu.au/law/</a>

### Individual Study Abroad

In some cases, students may receive permission to study abroad at other institutions through an individual study abroad program. Students must make a compelling case that their educational objectives may be met at the other institution but not at Cardozo. These individual study abroad programs must either be in a Faculty of Law of a foreign university, or through an ABA-approved semester abroad program

<http://www.abanet.org/legaled/studyabroad/semester.html> offered by another ABA-approved law school.

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### Eligibility:

Students may apply to spend their fourth, fifth or sixth semester of law school abroad. Students seeking to study abroad should make every effort to have completed as many core course requirements or distribution requirements as possible prior to the semester abroad. The Category IV distribution is automatically fulfilled through the semester abroad but credits earned abroad may not be used to satisfy other Cardozo graduation course requirements.

### How to Apply:

Students may submit the application for study abroad via e-mail to the Program Director, Kevin Gschwend [kevin.gschwend@yu.edu](mailto:kevin.gschwend@yu.edu) or they can drop off application materials at his office in room 1057.

Required documents include:

- Application form
- Resume
- Must have a 3.00 grade point average prior to the study abroad semester
- Statement of Purpose  
The statement of purpose should be no more than 2 pages single-spaced detailing interest in the program and how study abroad will complement your educational and professional or personal goals.
- Letter of recommendation from a Cardozo faculty member (delivered or emailed to Kevin Gschwend at [Kevin.gschwend@yu.edu](mailto:Kevin.gschwend@yu.edu) )
- Students holding an editorial position on a journal must arrange for the journal editor-in-chief to send an email to Kevin Gschwend which authorizes you to complete your responsibilities abroad. Staff members on a journal must also notify their board of their intent to study abroad.
- Students applying to independent study abroad programs must provide information from the host institution about the school and its courses. Please also provide the institution's website and contact information of the relevant staff at that institution.

### Deadlines:

Fall Semester Programs: February 15

Spring Semester Programs: October 15

Students should begin preparing materials **at least 1-2 months** prior to deadlines. Students will be notified by email whether they have been approved for study abroad approximately one month after the application deadline. After receiving approval from Cardozo, students may be required to submit application materials to the foreign institution.

### Transferring Credits:

As a condition to receiving credit students:

- Must submit a hard copy of course titles, credit hours and descriptions to Kevin Gschwend for approval **in advance**. Failure to receive advance approval will jeopardize credit transfer.

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- Must earn a letter grade of C (or its equivalent) or better. No credit will be awarded for courses taken on pass/fail basis. (Please note: The grades themselves do not transfer, and are not included in a student's grade point average.)
- Must register for a full-time course load abroad in order to fulfill residency requirements.
- Must not duplicate coursework taken at Cardozo.
- May not use credits from study abroad to accelerate graduation date.
- May not transfer more than 4 credits of law-related graduate coursework from outside a Faculty of Law toward their J.D. degree. All requests to transfer credit from outside a Faculty of Law must be accompanied by the faculty member's biography.
- For those completing distribution requirements, the Category IV distribution requirement will be filled by going abroad. For those completing core course requirements, a semester of study abroad may be used in place of the Comparative Law course requirement in the JD core course list, provided law courses are taken that pertain to the country or region of study abroad. Students must fulfill the four additional core course requirements at Cardozo.
- You are responsible for checking with the Office of the Registrar to ensure that you will complete all other J.D. program requirements at Cardozo.

### Finances:

#### Tuition

All students who study abroad are required to register at and pay full tuition and fees to Cardozo. Students studying on Cardozo exchange programs may be responsible for some fees charged by the host institution. Students attending an individual study abroad program are generally responsible for fees required by the host institution and, if the tuition exceeds Cardozo tuition, will be required to pay the tuition difference as well.

#### Financial Aid

Students may apply for financial aid to cover tuition charges as well as living expenses and travel costs for an approved semester abroad. For further information about financial aid, students should contact the Office of Student Finance in Room 1024.

**Living expenses**, including travel, insurance, housing books, and food are the responsibility of the student and can vary considerably by destination. For a link to **foreign exchange rates**, check here: <http://www.xe.com/>

### Registration:

- At Cardozo  
Once approved, students must register during their regularly scheduled registration time for 12 credits of generic study abroad through the Office of the Registrar. Registration must be done in person, via fax to 212.790.0241 or as a pdf attachment to [brookdaleregistrar@yu.edu](mailto:brookdaleregistrar@yu.edu). The fax or pdf must include the student's name, Student ID number, a request to register for 12 credits of study abroad with the name of the host institution, and the student's signature.
- Registration at the host institution varies by program. See program information for details.

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### Pre-departure Information:

#### Insurance

Students should secure health insurance coverage for the duration of their overseas study. Not all domestic insurance policies will cover students while they are abroad, so check with your provider.

If you would like to contract for your own coverage for the time you are abroad, consult the following list of companies compiled by NAFSA: Association of International Educators. These companies specialize in health insurance for those going abroad for educational purposes.

**STA Travel International ID Card Insurance** (this very basic insurance is automatically included with international ID cards issued by STA Travel).

**Cultural Insurance Services International (CISI)** [www.culturalinsurance.com/](http://www.culturalinsurance.com/)

**HTH Worldwide** (formerly Hinchcliff International), [www.hthworldwide.com](http://www.hthworldwide.com)

**International SOS** (a medical evacuation service), [www.internationalsos.com](http://www.internationalsos.com)

For more listings, see: **U.S. State Department -- Medical Information for Americans Traveling Abroad**, [travel.state.gov/travel/abroad\\_health.html](http://travel.state.gov/travel/abroad_health.html)

#### Disabilities

Please be aware that disability accommodations may not be available in foreign countries. Mobility International USA (<http://www.miusa.org/>) can assist students with information. If a student interested in studying abroad has a disability for which he or she may need accommodation during the semester overseas, please bring that to the attention of the Director of Graduate and International Programs as early as possible.

#### Passport

Plan ahead to be sure you have a valid passport for travel. U.S. Citizens should click here for comprehensive information on obtaining a passport:

[http://www.travel.state.gov/passport/passport\\_1738.html](http://www.travel.state.gov/passport/passport_1738.html)

#### Visa and Other Country Information

The State Department maintains information sheets on foreign countries which include information on visa requirements, links to US Embassies, and safety, security and health information. Please be sure to refer to the appropriate information sheet well in advance of your departure and to continue to checking back for updates:  
[http://travel.state.gov/travel/cis\\_pa\\_tw/cis/cis\\_1765.ht](http://travel.state.gov/travel/cis_pa_tw/cis/cis_1765.ht)

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Personal Information			
Mr.   Ms.   Mrs.	First	Middle	Last
Cardozo Student ID	Class standing while abroad: 2L   3L	Date of Birth	
Country of Citizenship		Passport Number	
Current Local Address		Permanent Address	
Street		Street	
City, State Zip		City, State Zip	
Phone	Alternate Phone	Email	
Emergency Contact Information			
Name	Relationship to You	Email address	
Day Phone	Evening Phone	Mobile Phone	
Language Proficiency: Please list relevant languages you speak other than English and level of proficiency (Excellent, Good, Fair, Poor)			
Language	Speaking	Reading	Writing
Program Information: Please indicate the program to which you would like to apply. You may list more than one, but if you do so, you must indicate your order of preference.			
Semester Exchange Programs	Semester/Year of Planned Study	Order of preference	
<input type="checkbox"/> Amsterdam Law School			
<input type="checkbox"/> Bucerius Law School			
<input type="checkbox"/> Central European University (CEU)			
<input type="checkbox"/> Chinese University of Hong Kong			
<input type="checkbox"/> ESADE Law School			
<input type="checkbox"/> Peking University Law School			
<input type="checkbox"/> Tel Aviv University			
<input type="checkbox"/> University of Oxford			
<input type="checkbox"/> Université Paris X-Nanterre			
<input type="checkbox"/> University of Rome Tre			
<input type="checkbox"/> University of Sydney			
<input type="checkbox"/> Other (subject to approval)			

I certify that the above information is complete and accurate, and that I will notify Cardozo School of Law of additional information or changes. I also authorize Cardozo to release my transcript and other documents to the partner institution(s) to which I am applying for admission, as applicable.

Signature \_\_\_\_\_ Date \_\_\_\_\_