



INDEPENDENT STUDY ABROAD ADDENDUM

Cardozo JD students who wish to study abroad at a foreign university or through an ABA-approved program run by another American law school rather than through one of Cardozo’s partner exchange programs must **complete this form and submit it along with their Study Abroad Application** to the Graduate and International Programs Office.

To be approved for an independent study abroad program, students must make **a compelling case as to why their educational objectives may be met at this independent program and not at Cardozo nor in one of Cardozo’s exchange programs.**

Independent study abroad requires significant additional administrative work on the part of the student and must meet various criteria as set by the Graduate and International Programs Office in keeping with ABA regulations on study abroad. In these cases, students must assume greater responsibility for the components and successful completion of their studies abroad.

Students who are considering independent study abroad are encouraged to discuss their plans with the Associate Dean of Graduate and International Programs, Val Myteberi (myteberi@yu.edu) before completing this form.

INSTRUCTIONS TO COMPLETE THIS FORM

1. Students who are applying to study through an ABA-approved program run by another American law school are only required to complete Part A and Part C of this addendum. The program must be on the list found here: [ABA Approved Study Abroad Programs](#)
2. Students who are applying for direct enrollment at a foreign university must complete Part A, B and C, and may be required to provide additional materials about the university as part of the evaluation process.

PART A

Student Name: _____ Banner ID #: _____

Student Address: _____

Student Email: _____ Student Phone: _____

Student Class Year: _____ Student Citizenship: _____ Passport #: _____

Name of ABA-Approved Study Abroad Program or Foreign University: _____

Country Location: _____ Dates of Intended Enrollment: _____

Address of Program/University: _____

Name of Program Advisor/Administrator of Program: _____

Email of Advisor/Administrator: _____ Phone #: _____

Language of Instruction at Foreign Program/University: _____

If other than English, explain the basis for your language fluency: _____

Preliminary List of Courses You Propose to Take (*we understand this is not the final course selection, but this list should be based on course information provided by program/university and should be connected to your compelling case as to why this program or university offers an educational experience that Cardozo does not*).

Please note these reminders:

- You may not duplicate any course that you have already taken at Cardozo.
- You may not transfer more than 4 credits of law-related graduate coursework from outside of a Faculty of Law.
- You must register for the number of credits at the host university that correspond to the equivalent of 12 ABA credits at Cardozo. This credit minimum will be communicated to you by the Graduate and International Programs Office based on the program you attend.

Course Title	Credits
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1.

2.

3.

4.

5.

6.

Credit Type (ABA/ECTS/Etc): _____ Standard Semester Courseload Expected at Program/University: _____

Compelling Case for Independent Study Abroad

On a separate page attached to this Addendum, please explain what this program or university offers that Cardozo does not and include measurable educational objectives you seek to achieve.

PART B

This section must be completed for direct enrollment in foreign university.

Methods of Evaluation of Student Performance (oral exam, written exam, paper, etc): _____

Grading Scale Used (A-F, 1 – 20, etc): _____

Number of Minutes of Instruction Per Week Per Credit: _____ Number of Weeks Per Semester: _____

Describe the Library Resources Available to Students: _____

Is this university government accredited, sanctioned or recognized? ___yes ___no (Attach Proof)

Is this university chartered to award first degrees in law by the appropriate authority within their country jurisdiction? ___yes ___no (Attach Proof)

Are all courses taught in-person? ___yes ___no If no, please explain: _____

PART C

By signing and submitting this Addendum for Independent Study Abroad, I confirm my understanding and acceptance of the following (please initial each point):

___ I have reviewed the information/requirements described in the study abroad materials and the Student Handbook.

___ I have reviewed and accept responsibility for how this semester abroad will impact my credits at Cardozo and may impact my ability to meet the graduation requirements or sit for the NY Bar.

___ I understand that it is my responsibility to make sure Cardozo's Registrar receives an official transcript from the other university at the completion of the semester abroad.

___ I understand that I must get final approval from the Dean of Students for the courses I will register for abroad and complete a Transfer of Credit Form, which is then submitted to the Registrar's Office.

___ I understand that by choosing an independent study abroad program, I must take a Leave of Absence (LOA) and complete the LOA Form and submit to the Registrar's Office.

___ I understand that by completing an LOA form, I will not be paying tuition and fees at Cardozo and therefore will not be eligible for Cardozo grants and scholarships for the semester abroad. Instead, I must pay all tuition and fees directly to the foreign university or ABA program.

___ I have accurately represented my language proficiency in the language of instruction.

___ I will be responsible for my own travel, visa, and living arrangements and costs abroad.

___ I understand that I must comply with State Department Warnings and Cardozo's travel policy for such warnings, which may include cancellation or interruption of approved program of study.

Signature: _____

Date: _____