

# CARDOZO LAW

BENJAMIN N. CARDOZO SCHOOL OF LAW • YESHIVA UNIVERSITY • OFFICE OF GRADUATE AND INTERNATIONAL PROGRAMS  
Pamela Serota, Senior Director, [pamela.serota@yu.edu](mailto:pamela.serota@yu.edu), room 1007, 646-592-6455, <https://cardozo.yu.edu/studyabroad>

## INFORMATION ON APPLYING FOR SEMESTER STUDY ABROAD

### ELIGIBILITY

Students may apply to spend their fourth, fifth, or sixth semester of law school abroad. Students must have a minimum 3.00 GPA to apply. Students seeking to study abroad should make every effort to have completed as many core course and distribution requirements as possible prior to the semester abroad. The Category IV distribution is automatically fulfilled through the semester abroad but the credits earned may not be used to satisfy other Cardozo graduation core requirements. Before students can be approved to study abroad, they must schedule an appointment with the Dean of Students to confirm they will meet all graduation requirements if they study abroad.

### HOW TO APPLY

Students should submit their application for study abroad via e-mail to the Senior Director, Pamela Serota, at [pamela.serota@yu.edu](mailto:pamela.serota@yu.edu) or drop it off in person at her office, room 1007.

Required documents to apply for one of Cardozo's **Exchange Programs** include:

- Application form
- Resume
- Letter of recommendation from Cardozo faculty member
- Statement of purpose

Required documents to apply for an **Independent Study Abroad Program**, include:

- Application form
- Resume
- Letter of recommendation from Cardozo faculty member
- Independent Study Abroad Addendum

### Additional special documentation:

Students holding an editorial position on a journal must also request the editor-in-chief to send an email to the Senior Director on their behalf, authorizing them to complete their journal responsibilities from abroad. Staff members on journals should also notify their board of their intent to study abroad.

**For Exchange Programs only**, once students are nominated and approved by the partner university, students will be required to submit an **Education Plan** to the Graduate and International Programs Office. This Education Plan can be found on Cardozo's Study Abroad website.

## **DEADLINES**

October 15th for Spring Programs

March 1st for Fall Programs

## **TRANSFER CREDIT**

To ensure receiving credit for the courses completed while studying abroad, students:

- For exchange programs - must submit a list of course titles, credit hours and description to the Senior Director of Graduate and International Programs in advance, prior to departure. Failure to obtain course approval in advance may jeopardize credit transfer.
- For independent study - must submit a list of course titles, credit hours and description, along with Transfer of Credit form and Leave of Absence form to the Dean of Students and the Registrar's Office.
- Must earn a letter grade of C (or equivalent) or better. No credit will be awarded for pass/fail grades.
- Must register for the number of credits abroad that are equivalent to 12 ABA credits, as instructed by the Graduate and International Programs office.
- May not duplicate coursework taken at Cardozo.
- May not use credits from study abroad to accelerate graduation.
- May not transfer more than 4 credits of coursework from outside a Faculty of Law towards their J.D. degree. All requests to transfer credit from outside a Faculty of Law must include the professor's biography.
- For those completing distribution requirements, the Category IV 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, provided law courses are taken that pertain to the country or region of study.
- Ensure that the foreign school sends an official transcript to Cardozo's Registrar's Office upon completion of the semester abroad.
- Students are responsible for meeting with the Dean of Students to ensure that they will complete all other JD requirements at Cardozo.

## **FINANCES**

For Exchange Programs, students are required to register and pay full tuition and fees to Cardozo.

For Independent Study Abroad, students will be required to take a Leave of Absence and will not be charged tuition or fees at Cardozo for the semester. They will be responsible to pay tuition and fees to the independent program.

### **Financial Aid:**

For Exchange Programs, all financial aid remains the same.

For Independent Study Abroad, students will not be eligible for any Cardozo scholarship and grants but still have access to federal aid.

Students may apply for federal aid to cover tuition charges as well as living expenses and travel costs for an approved semester abroad. For further information, students should contact the Office of Student Finance in Room 1024 or at [cardozostudentaid@yu.edu](mailto:cardozostudentaid@yu.edu)

Living Expenses: Room, board, travel, insurance, visa, and books are the responsibility of the student and can vary considerably by destination. For a link to foreign exchange rates, see: <https://www.xe.com/>

## **REGISTRATION**

For Exchange Programs, once approved for study abroad, students will be automatically registered at Cardozo for 12 credits of “study abroad” by the Office of the Registrar. These credits serve as a placeholder for the courses students will take abroad and will keep students enrolled at Cardozo.

For Independent Study Abroad, once approved for study abroad, students will need to complete a Transfer of Credit form and Leave of Absence, get signature from the Dean of Students, and submit these forms to the Office of the Registrar.

## **INSURANCE**

Not all domestic insurance policies will cover students while abroad, so check with your provider. If you would like to contract insurance abroad, the companies below have been recommended by NAFSA: Association of International Educators for international coverage:

- Cultural Insurance Services International (CISI) <https://www.culturalinsurance.com/>
- HTH Worldwide, <https://www.hthtravelinsurance.com/>
- Allianz Travel Insurance, <https://www.allianztravelinsurance.com/>

In addition to health insurance, there is emergency travel insurance that YU requires students to enroll in with AXA/Chubb. It offers students studying abroad 24/7 assistance, including: emergency medical coverage, remote mental health counseling services, security and emergency medical evacuation, lost or delayed luggage reimbursement. Students are charged \$61/month for this coverage while abroad and are manually enrolled once they are accepted into a program.

## **STATE DEPARTMENT**

The U.S. State Department issues travel warnings. Students must consult with this site prior to departure. See <https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html>. If a Level 3 or 4 travel warning is issued, Cardozo may require students to cancel their plans for study abroad. The Graduate and International Programs office will work with students to make arrangements in case of program cancellation.

Students should also visit <https://step.state.gov/step/> to enroll in STEP, the Smart Traveler program through the U.S. State Department. Once you record your foreign visit, the U.S. embassy in your host country will be aware of your presence in case of an emergency situation.

## **DISABILITY SERVICES**

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 has a disability for which he or she may need accommodation during the semester overseas, please bring that to the attention of the Senior Director of Graduate and International Programs as early as possible.

## **MEDICINES**

Not all U.S. prescriptions are legal in other countries. Certain mental health medications, pain killers, and medications that require syringes may be problematic to bring through Customs in some countries. There are also some medications that are not available in your host country. It is important to research ahead of time and discuss with your doctors how you will have access to the prescriptions you need.

## **VISAS**

The State Department maintains information sheets on foreign countries, including info on visa requirements. See: <https://travel.state.gov/content/travel.html>

## **PASSPORT**

Plan ahead and make sure you have a valid passport for the entire length of your study abroad program, and 6 months beyond. see: <https://travel.state.gov/content/travel/en/passports.html>

## **REFUND POLICIES**

In the event that a student must cancel their study abroad program plans, and they are unable to enroll at Cardozo for the semester, they should consult with the Office of Student Finance. The general refund policy can be found here: <https://cardozo.yu.edu/studentfinancepolicies>