

NON-CUNY PERMIT FORM

This form may only be used for the purpose of obtaining permission from CUNY School of Law to take course(s) at a Non-CUNY (City University of New York) Institution. It is non-transferable and valid only for the term, host institution and course(s) noted below.

NAME: _____ **ID NUMBER:** _____
Last Name First Name

HOME COLLEGE: CUNY School of Law **NON-CUNY "HOST" INSTITUTION:** _____

HOME ADDRESS: _____

PHONE NUMBER: _____ **EMAIL ADDRESS:** _____

SIGNATURE: _____ **DATE:** _____

PLEASE SELECT APPLICABLE TERM AND SPECIFY THE YEAR.

YEAR: _____	<input type="checkbox"/> SPRING	<input type="checkbox"/> FALL	<input type="checkbox"/> SUMMER
-------------	---------------------------------	-------------------------------	---------------------------------

- I. **ACADEMIC APPROVAL:** Each course must be evaluated and approved by the appropriate academic advisor. The course name and course number must be clearly noted on this form. A discrepancy will delay the posting of credits.

COURSE EVALUATION FORM

HOST INSTITUTION			CUNY School of Law EQUIVALENT			ACADEMIC ADVISOR	DATE
Course Name	Course #	Credits	Course Name	Course #	Credits		

- II. **FINANCIAL AID APPROVAL:** If you expect to receive financial aid for the semester, you must speak with a Financial Aid Counselor to determine the Law School's policy with respect to inclusion of non-CUNY coursework in determining eligibility for student aid. Inclusion of non-CUNY coursework is possible only if the college agrees to enter into a consortium agreement with the non-CUNY institution for this purpose and in that case, disbursement of financial aid is subject to proof of registration and certification of attendance from the non-CUNY institution.

CUNY Financial Aid Counselor: _____

Signature
Date

Check off here if you are not going to receive Financial Aid for the course(s) to be taken on permit.

- III. **REGISTRAR APPROVAL:** You must obtain the approval of the CUNY School of Law's Registrar to ensure that the Non-CUNY course(s) will be recorded on your transcript. You will not be charged any CUNY tuition of fees for non-CUNY course(s).

Approved by: _____

Signature, CUNY Registrar
Date

Issuance of this permit does not guarantee a student's enrollment at a Non-CUNY Institution.