



Office of Academic Records Acceleration Graduation Form

HOFSTRA UNIVERSITY
School of Law
121 Hofstra University
Hempstead, NY 11549

For Assistance: 516.463.5917 Monday – Friday, 9 a.m. to 5 p.m.
Fax: 516.463.6251
Room 114
E-mail: lawoar@hofstra.edu

Directions:

Please read the guidelines on the back of this form. Complete the information below and attach a one-page Personal Statement to this application explaining why you want to accelerate graduation. Please include a description of any work, family and other responsibilities you will be balancing along with your law school studies. Return the application to the Office of Academic Records (Room 114).

Deadlines for application:

- Ø **October 15 (or the last business day prior to this date) for the upcoming Spring semester**
- Ø **March 5 (or the last business day prior to this date) for the upcoming Fall semester**

STUDENT INFORMATION		
Name: _____ <div style="display: flex; justify-content: space-around; width: 100%; margin-top: 5px;"> <i>First</i> <i>Middle</i> <i>Last</i> </div>		
Student ID (700 #): 700 - _____	Full-Time: <input type="checkbox"/> 3L <input type="checkbox"/> 2L	Part-Time: <input type="checkbox"/> 4L <input type="checkbox"/> 3L <input type="checkbox"/> 2L
CONTACT INFORMATION		
Home Phone #: _____		Work Phone #: _____
E-mail address: _____		

Please read and sign:

Students completing their first year may accelerate graduation by one semester by completing the required residency units (RUs) as follows:

- Ø Full-time
 - No less than 0.50 Residency Units (RU) at Hofstra University School of Law at the Hempstead campus, during the summer sessions. 0.50 Residency Units translates to thirteen (13) credits.
 - No more than 8 credits may be taken during each summer session.
- Ø Part-time
 - No less than 0.40 Residency Units (RU) at Hofstra University School of Law at the Hempstead campus, during the summer sessions. 0.40 Residency Units translates to ten (10) credits.
 - No more than 6 credits may be taken during each summer session. Intensive course offerings will not count toward residency units calculated for accelerated graduation.
- Ø Part-Time Students Transferring to the Full Time Division
 - If you are a part-time student transferring to the full-time division, you cannot accelerate graduation.

All courses will be billed at the *per credit* rate. **Intensive course offerings will not count toward residency units calculated for accelerated graduation.** To accelerate graduation, students in their second year must file this with the Office of Academic Records by the deadline noted on the form. Accelerating students are advised to meet with the Office of Student Affairs for advising prior to submitting the form. The Office of Academic Records will inform the student via e-mail (*lawoar@hofstra.edu*) of the decision.

I understand that if my request to accelerate is granted, I am required to take classes during the summer and/or winter intersession in order to satisfy the Law School's residency requirements. I acknowledge that I have read and understand the Law School's residency rules and that I am responsible for monitoring my compliance with these and all other graduation requirements. I further understand that I will be responsible for paying for any summer and winter intersession courses (including "flat fee" courses such as Trial Techniques and the Externship Program) on a per-credit basis, if I take such courses to satisfy residency.

If granted permission to accelerate divisions, I propose to satisfy the residency requirements as follows:

Signature

Date

FOR OFFICE USE ONLY

Recommendations and Comments:

Approved Signature

Date

Office of Academic Records:

- SPACMNT: Effective date of acceleration noted in Comments Box
- SGASTDN: Graduation Status Box Update
Date _____ Term _____ Year _____
- SHADEGR: Enter new graduation term _____
 Enter new graduation year _____
 Enter new graduation date _____