Graduate Students: Taking Classes at Other Schools of NYU

Students are permitted to take courses at other schools of NYU after starting their graduate program at the School of Engineering and successfully completing their first semester, subject to certain constraints:

- The total number of credits from outside the School of Engineering that can be used to satisfy degree requirements is capped at nine (9). This includes credits earned at other schools of NYU and credits transferred from other institutions. [See Note 1, below.]
- Courses taken at other schools of NYU will be counted in a student's GPA, and the course and grades will be recorded on the student's transcript.
- Only graduate-level courses at other schools are permitted.
- School of Engineering students will follow the School of Engineering's policies regarding incomplete grades and withdrawal deadlines.
- Students should note that some NYU schools may limit registration of students from different schools, that registration is subject to available seats in the course, and that every course offered by a particular school may not be open to students from other NYU schools.
- Students must be aware that taking a 4-credit (4-point) class at another school of NYU will result in additional financial liability, and that taking such courses may result in more than the minimum number of credits being earned in completing their degree requirements.
- Students may take additional courses at other NYU schools, but such courses will not satisfy degree requirements for their program. However, these additional courses will be included in the student's GPA.

Registration Process

Generally, students may register themselves for classes at other schools of NYU via Albert. Prior to registering, it is the student's responsibility to consult with their academic adviser regarding the course(s) that they plan to take in order to ensure that such courses can be used to satisfy degree requirements.

- Students may take a maximum of two (2) courses outside the School of Engineering per semester.
- Students are responsible for making sure that all prerequisites and other course requirements are satisfied.

For registration at the Stern School of Business, students must have their advisers contact Stern Records & Registration directly (Margaret Jaffere or Michael Umbay via crossregistrn-list@stern.nyu.edu) - not the faculty member teaching the course or the department office - for permission to register Stern coursework. Requests for Stern course registration are not done through Albert, but through the Stern Records & Registration office. Steps are posted on the Stern Records & Registration website as well as below:
1. Adviser and student determine Stern Graduate course options. Real-time updates of Stern Graduate course info is found on the Stern website, in contrast to Albert.

2. Adviser verifies requisite satisfaction then submits the completed Cross Registration Form during the cross-registration request period to Stern (via crossregistrn-list@stern.nyu.edu). Please know that approved methods of establishing proficiency in requisites are found on the Academic Affairs webpage. Requisites satisfied by equivalent coursework should forward the syllabus and transcript (for courses enrolled before NYU) with the cross registration form. Please note that professional experience does not establish proficiency in any requisite.

3. Results of cross registration requests are provided to advisers after a review from Records & Registration. Approved requests receive permission codes that advisers communicate to students for registration in Albert. By registering Stern courses, students adhere to Stern's policies and procedures including the Code of Conduct along with the default policies for Stern courses.

4. Students automatically get a Stern account after registering. This account must be activated in order to access Stern class resources.

Questions about this document should be directed to Professor Jose Ulerio (julerio@nyu.edu).

Note 1: Students pursuing a graduate degree in Mathematics at the School of Engineering are permitted to take up to twelve (12) credits at other NYU schools.