

INTER-UNIVERSITY DOCTORAL CONSORTIUM

The Inter-University Doctoral Consortium (IUDC) offers eligible doctoral students the opportunity to take graduate courses at distinguished universities throughout the greater New York area. The IUDC has been in existence for over 30 years and offers students an enormous array of courses and opportunities for contact with faculty and other students in their fields.

The IUDC is open to doctoral students from participating schools who have completed at least one year of full time study toward the Ph.D. Terminal masters students and doctoral students not enrolled in the participating schools/divisions are not eligible.

Participating schools are:

Columbia University, GSAS

Princeton University - The Graduate School

CUNY Graduate Center

Rutgers University

Fordham University, GSAS

Stony Brook University

Graduate Faculty, New School University

Teachers College, Columbia University

New York University, GSAS, Steinhardt

Registration Instructions for NYU Students

Complete the [Inter-University Doctoral Consortium Registration Form](#)

Fill out all areas of the form clearly and legibly for accurate registration and grade reporting. Be sure that you have provided your full address, including zip code, as well as a phone number and email address at which the host school can reach you in addition to all course information

Obtain signatures in the following order only (signatures will not be given out of order):

NYU Department Chair, Director of Graduate Studies, or Advisor

NYU IUDC Coordinator

Host School Course Instructor

Host School Dean / IUDC Coordinator

Register at both schools:

At NYU— If you are a GSAS student, register in Albert for one section of the GSAS consortium "dummy" course, GSAS-GA 2000, for each course you are taking through the IUDC in the term. Be sure to register for exactly the same number of points as the course is worth at the host school. If you are a Steinhardt student, your Registration Office will enroll you in Steinhardt's IUDC "dummy" course. Steinhardt students are also required to fill out and have signed an internal Steinhardt permission form to take courses through the IUDC.

At Host School – Give one copy of the form to the IUDC Coordinator at the host school after you have collected the other three signatures. It is your responsibility to find out about registration procedures specific to the host institution.

The completed registration form may be returned to the NYU IUDC Coordinator. If you choose not to do this, be sure to keep a copy for your records until your grade is posted at NYU. All registration at NYU must be completed within the first 3 weeks of classes for the term

Tuition is calculated by and paid to NYU only. If you are on a MacCracken fellowship, your tuition will be covered for your IUDC course. Additional charges may be assessed by host institutions for lab fees if applicable.

If you need to drop your IUDC course, please be sure to drop both the consortium "dummy" course at NYU as well as the real course at the host school.

Member schools send each other final grades approximately three weeks after the end of each semester. If you have completed your course and your grade has been posted at the host school by that time you need not do anything else to get your grade at NYU. If you have not completed your course or your grade has not been posted by the time of the grade exchange, then it is your responsibility to take actions that will get your grade to NYU. Once a grade has been posted at the host school, contact the host school IUDC Coordinator and request that a transcript be sent to the NYU IUDC Coordinator. The host school IUDC Coordinator will then have a new transcript sent to NYU at no cost to you. Host school rules on course completion apply, so if you do take an incomplete for a course, be sure you are familiar with those rules if you do not intend to complete the course right away.

Registration Instructions for Students Visiting NYU

Complete the **Inter-University Doctoral Consortium Registration Form**

Fill out all areas of the form clearly and legibly for accurate registration and grade reporting. Be sure that you have provided your email address, including zip code, as well as a phone number and email address at which we can reach you in addition to all NYU course information.

All courses with course number ending in –GA or –GE are eligible to be taken through the IUDC. Also eligible are Cinema Studies, CINE-GT, and Performance Studies, PERF-GT, courses. No other NYU courses will be offered for IUDC enrollment. NYU does not accept registrations for audit or "R-credit" status.

Obtain signatures in the following order only (signatures will not be given out of order):

Home School Department Chair, Director of Graduate Studies, or Advisor

Home School Dean/IUDC Coordinator

NYU Course Instructor

NYU IUDC Coordinator

Bring your form to the NYU IUDC Coordinator only after having obtained the first 3 signatures. NYU will accept an email from the course instructor which gives explicit permission to join the class in lieu of a physical signature. The other two permissions must be physical signatures. Instructor permission to join a class does not constitute guaranteed enrollment in the course. Visiting students may be denied enrollment or placed on a wait list if the course is closed. You will be contacted if there is a registration issue.

NYU needs two to three days to process your registration and enrollment. You may drop off your form any time Monday through Friday, 9 a.m. to 5 p.m. at our office located at 6 Washington Square Park North, Room 222. Once we have finished with the form, you must come and pick it up. We attach important information to your form that we want to be sure you have seen. Due to FERPA regulations you may only pick up your own form and not that of a classmate or friend.

Information will be attached to your completed IUDC form concerning the obtaining an NYU ID card, which will in turn allow you to gain access to NYUHome and the NYUClasses system. All registration at NYU must be completed in the first three weeks of classes.

If you need to drop your IUDC course, please contact the NYU IUDC Coordinator, if still within the first two weeks of the term, or go to the GSAS Graduate Enrollment Services office at One-Half 5th Avenue after the third week of the term has begun. You may only drop your course through the first nine weeks of the semester. After that you will receive a grade.

We will send your grade to your home school approximately three weeks after the end of the term in which you took your course. If you have not received a grade at NYU by that time, please contact the NYU IUDC Coordinator when your grade has been posted in our Albert system and he will send your transcript to your home school. At NYU all incompletes must be resolved by one year from the beginning of the term in which you took the course. If you need a further extension of your

incomplete, please contact the NYU IUDC Coordinator for instructions.

For further questions, please contact the consortium office of either the home or host school as applicable.

Contact Information

Columbia University, GSAS

Samantha Shapses, Associate Dean of Students

Craig Knobles, Administrative Assistant

jck2@columbia.edu

Office of Student Affairs

109 Low Memorial Library

535 W. 116th Street

New York, NY 10027

Phone: (212) 854-5052

[Columbia Graduate School of Arts and Science homepage](#)

[Columbia IUDC website](#)

CUNY Graduate Center

Matthew Schoengood, Vice President for Student Affairs

Vincent J. DeLuca, Registrar

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Office of Vice President for Student Affairs

365 Fifth Avenue, Room 7301

New York, NY 10016

Phone: (212) 817-7409

[CUNY Graduate Center homepage](#)

[CUNY Graduate Center IUDC website](#)

Fordham University, GSAS

Eva Badowska, Dean

Joanne Schwind, Assistant Dean

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Associate Dean's Office

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Bronx, NY 10458

Phone: (718) 817-4407

[Fordham Graduate School of Arts and Science homepage](#)

[Fordham IUDC website](#)

New School for Social Research

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Office of Academic Affairs

6 East 16th St, Room 1007

New York, NY 10003

Phone: (212) 229-5712

[The New School for Social Research homepage](#)

[The New School for Social Research IUDC website](#)

New York University

Allan Corns, Associate Director, Academic Affairs

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New York University

6 Washington Square North, 2nd Floor

New York, NY 10003

Phone: (212) 998-8068

[NYU Graduate School of Arts and Science homepage](#)

[NYU IUDC website](#)

Princeton University

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Office of Academic Affairs

The Graduate School

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Princeton University

Princeton NJ 08544

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[Graduate School of Princeton homepage](#)

[Princeton IUDC website](#)

Rutgers University

Alexandria Bachmann, Administrator for Academic Support and Student Services

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Office of the Dean, Graduate School-New Brunswick

Rutgers, the State University of New Jersey

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New Brunswick, NJ 08901-1181

Phone: (732) 932-7449

[Graduate School of Rutgers homepage](#)

[Rutgers IUDC website](#)

Stony Brook University

Melissa Jordan, Assistant Dean for Records and Admissions

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Office of the Dean, The Graduate School

Stony Brook University

Stony Brook, NY 11794-4433

Phone: (631) 632-9712

[Graduate School of Stony Brook homepage](#)

[Stony Brook IUDC website](#)

Teachers College, Columbia University

Sam Fugazzotto, Registrar

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Office of the Registrar

525 West 120th Street

New York, NY 10027

Phone: (212) 678-4055

[Teachers College homepage](#)

[Teachers College IUDC website](#)