



Rabbi Isaac Elchanan Theological Seminary Student Catalog and Handbook

Table of Contents

- I. INTRODUCTION
- II. ADMISSION AND STUDENT FINANCE
- III. DEGREE REQUIREMENTS
- IV. COURSE DESCRIPTIONS
- V. GUIDELINES FOR REGISTRATION
- VI. SAMPLE SCHEDULE (link this and V to website)
- VII. ACADEMIC POLICIES
- VIII. STUDENT GRIEVANCE POLICY AND PROCEDURE
- IX. NON-DISCRIMINATION, AFFIRMATIVE ACTION AND SEXUAL HARASSMENT POLICIES
- X. FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) POLICY
- XI. FINANCIAL AID
- XII. HOUSING
- XIII. CAREER SERVICES
- XIV. DISABILITY SERVICES
- XV. INFORMATION RESOURCES AND TECHNOLOGY

I. INTRODUCTION

The Rabbi Isaac Elchanan Theological Seminary (RIETS) is the Western Hemisphere's leading center for Torah learning and training for the rabbinate.

For over a century, RIETS has provided an unsurpassed educational experience in the classic mold of the great yeshivot. Embodying the historic concept of Torah Lishmah learning for its own sake—and a responsiveness to community needs, RIETS offers a deep foundation of Jewish knowledge and a preeminent source of rabbinic leadership for the next generation and beyond.

RIETS prepares its students to face the multifarious issues of today's society—anchored always in the sacred legacy of our Torah and people.

RIETS has trained more than 3,500 of the world's most distinguished Orthodox rabbis, scholars, and teachers. RIETS musmakhim assume a broad range of leadership roles in the community while ensuring the perpetuation of Jewish scholarship.

RIETS emphasizes Torah, Codes and Halakha, and has developed programs including business ethics, bioethics, and technology to meet the communal and personal needs of today.

ACRONYMS USED IN THIS HANDBOOK

ISR	(RIETS Israel Campus)
HAL	Halakhah (includes Sephardic courses)
JPH	Jewish philosophy
JTH	Jewish Thought (same department as JPH)
MHL	Masters in Hebrew Literature
RTP	Rabbinic Training Program (courses given by the Kawaler Rabbinic Training Program)
TAC	Talmud and Codes (courses and/or study hall sessions)

CHANGES IN REGULATIONS

RIETS reserves the right to change tuition, fees, course offerings, regulations, admission policies and graduation requirements at any time without prior notice. Students should consult RIETS bulletin boards and/or www.yu.edu/riets for changes. This Catalog supersedes all previous Catalogs and academic information and policies and is binding on all students. Consideration will be given, however, to a petition by a student for permission to continue a course of study in effect at the time the student enrolled provided that no more than the normal period of time is taken to complete the program.

II. ADMISSION AND STUDENT FINANCE

ADMISSION REQUIREMENTS

1. The requirements for admission to Rabbi Isaac Elchanan Theological Seminary are:
 - a) The holding of a Bachelor's degree from an accredited college or university (qualified students who have studied two full years in an approved Yeshiva in Israel or in America may begin *semikha* studies in lieu of regular Jewish studies, such as MYP, during their senior year at Yeshiva College or Sy Syms School of Business).
 - b) A satisfactory record in Talmud and Jewish studies taken during a minimum of four academic years beyond the secondary school level (but see I a above for the exception to this requirement).
 - c) An entrance examination (bechina). Students are given a section of Talmud to prepare and later that day meet with the bochen (director of assessment) to review that section. The examination tests skills in preparation, reading, and comprehension.
 - d) Two letters of recommendation: one from the recent member of the Talmud faculty and one from the student's congregational rabbi.
 - e) A personal interview with the dean of RIETS and Director of the Semikha program.
2. Students apply either to the Pre-Semikha Program, the Chaver Program or the Rabbi Joseph B. Soloveitchik Semikha Program.
 - a. Applicants to the Semikha Program must fulfill entrance requirements as described in section 1 above. Pre-Semikha applicants need not have completed four years of Talmud beyond the secondary level. Applicants to the Chaver program are evaluated on an individual basis.
 - b. Students desiring to enter the Semikha Program but not deemed eligible should apply to the Pre-Semikha Program.
 - c. Students who feel that they have adequate preparation should apply for admission to the Semikha Program.
3. There is a \$50.00 application fee.
4. Applicants must have an official copy of their transcript of record sent directly to the RIETS Office from each undergraduate and graduate institution attended excluding schools of Yeshiva University. If this application is submitted in the middle of a semester during which the applicant is in attendance at another school, he should not wait until the end of the term to have transcripts sent; they should be ordered at once and supplements (in duplicate) should be requested upon completion of the term.
5. An application cannot be processed until all documents have been received by the Office of Admissions.
6. Ordination by the Rabbi Isaac Elchanan Theological Seminary is contingent upon the successful completion of one of the following programs. Applications to these programs are

on the YU website or from the schools directly. A separate fee is required with an application to one of the Master's programs.

- a. Master of Science, David 1. Azrieli Graduate School of Jewish Education and Administration at Yeshiva University
- b. Master of Arts, Bernard Revel Graduate School Administration at Yeshiva University;
- c. Master of Social Work, Block Program, Wurzweiler School of Social Work Administration at Yeshiva University
- d. Intensive Kollel Program, RIETS (including Kollelim at Main Campus and Gruss Center in Jerusalem).

STUDENT FINANCE

TUITION AND FEES (BASED ON A 10 MONTH YEAR)

Tuition /Semester	\$12,450
Registration Fee/Semester	\$1,450
Klaf Ordination Fee	\$150

SCHOLARSHIPS

All students formally admitted to the RIETS program receive a full tuition scholarship. The scholarship does not cover the Registration fee or the Klaf Ordination Fee.

III. DEGREE REQUIREMENTS

DEGREES GRANTED

- *Chaver* certificate
- *Semikha Yoreh Yoreh*
- *Semikha Yadin Yadin*
- . MHL Degree
- . Advanced Bioethics Certificate

A. CHAVER CERTIFICATE

Open to students with a background in Talmud but who plan to enter professions other than the rabbinate.

Requirements:

- Admission into RIETS and the Ludwig Jesselson Kollel Chaverim, and completion of 10 courses

B. SEMIKHA YOREH YOREH

The main RIETS course of study leads to Semikha Yoreh Yoreh (the traditional ordination), certifying that an individual has qualified as a rabbi by virtue of his piety; intensive knowledge of the Talmud, Codes, and Halakha; as well as deep commitment and dedication to enhancing the quality of life for all people.

To receive ordination, a student must be admitted into RIETS and complete the following course of studies, generally over a four year period:

Required Course of Study

A. Residency Requirement

Besides the particular requirements of the program, there is a four-year residency requirement. Students must study full time on campus for three years and at least one session a day for the fourth year while they complete their internship requirement.

Students must study at the New York campus for three years (six semesters) of full-time study (Sunday morning - Friday morning) and a "Fourth Year Program" (two semesters) combining Halakha Lema'aseh with fieldwork, internships, and professional seminars. Qualified students accepted to the Israel Kollel may study at the Jerusalem campus.

Core Curriculum

- **Talmud Classes** – 4 semesters¹
- **Laws of Kashrut (Yoreh Deah)** – 2 semesters
- **Laws of Shabbat**- 2 semesters²
- **Laws of Niddah** – 1.5 Semesters
- **Laws of Mourning** – ½ a semester
- **Contemporary Jewish Law** – 2 semesters
- **Fourth Year Practical Jewish Law Program** – 2 semesters

¹ If Laws of Niddah, Laws of Mourning or Laws of Shabbat are studies during the morning program, it may count for both the Law requirement and the Talmud requirement.

² Students may fulfill Laws of Shabbat taken as undergrad

B. Co-Requisite

In addition to the core curriculum, students must also complete one of the following co-requisites:

1. Six semesters of Kollel (advanced Talmud study) study in the Marcos & Adina Katz Kollel .
2. A Masters Degree at one of the following Yeshiva University schools: The Azrieli Graduate School of Jewish Education & Administration, the Bernard Revel Graduate School of Jewish Studies, or the Wurzweiler School of Social Work. (Relevant Masters Degrees from other institutions must be approved in advance.)
3. Kollel Semesters may, at times, be combined with graduate school classes to fulfill the co-requisite requirement, with permission from the Dean or Administrator of RIETS.

C. Professional Coursework

All students must take six core courses The professional requirements are as follows:

1. Core Requirements

Seven courses, taken on Fridays during the first three years of semikha:

- a. **Pastoral Psychology Foundations** – 2 semesters
- b. **Survey of Professional Opportunities** - 2 Semesters
- c. **Public Speaking I**
- d. **Two courses in Machshavah** [JTH Courses]

Plus the following fieldwork requirements

- a. **Fourth Year Internship** – 2 semesters

2. Advanced Track Requirements

a. Education Track

- i. **Issues in Contemporary Rabbinics- 2 semesters**
- ii. **Life & Career of The Mechanech- 2 semesters**
- iii. **MSCEIT Exam & Analysis**

b. Pulpit Track

- i. Four additional Friday courses in the second or third year
 - a. **Homiletics- 2 semesters**
 - b. **Public Speaking II**
 - c. **Issues in Contemporary Rabbinics 2 semesters**
- ii. Four mid-week courses over the third and fourth years
 - a. **Advanced Pastoral Counseling** – 2 semesters
 - b. **Practical Rabbinics** – 2 semesters
 - c. **Life & Career of The Rabbi** – 2 semesters
 - d. **Rabbinic Leadership** – 2 semesters
 - e. **MSCEIT Exam & Analysis**

c. Lay Kodesh Track

Students fulfill the Core Requirements listed in #1 with no additional courses required.

RTP courses

At the dean's discretion, equivalent graduate courses or experience in the field can be substituted for some RTP courses. One is required to consult with the dean before taking a course with the intention of using it as a substitute for an RTP course.

Kollel

- Gruss Kollel – Approved years of study at the Israel Kollel (have to be consistent) may take the place of years of residency in NY

YADIN YADIN SEMIKHA

The *Yadin Yadin Semikha*, the advanced ordination that qualifies rabbis as Poskim (decisors of Jewish law), is offered in the Kollel L'Horaah (Institute for Advanced Study of Jewish Law) through an intensive post-graduate study program following traditional ordination.

Requirements

Admission into the Kollel as above and completion of the requirements.

Admissions requirements:

1. Semikha Yoreh-Yoreh
2. Passing oral exams by the Roshei Kollel (directors) of the kollel program.
3. Exceptional Talmudic academic record
4. Submission of a recent torah article in Hebrew for review.

Course of Study

Residency requirement: 4 years of half-time study in Kollel L'Horaah and half-time of shiurim in other Kollolim, or 2 years of full-time study in Kollel Kollel L'Horaah, studying only for *Yadin Yadin*. (Because of the rigors of the course, most students avail themselves of the 4 year option.)

Content of Study:

- If taken in four years: 2 years of *Chosen Mishpat* (Advanced Jurisprudence), and 2 years of *Even Haezer* (Family Law).
- If taken in two years, one year each of *Choshen Mishpat* (Advanced Jurisprudence) and *Even Haezer* (Family Law).
- With permission the program of study can continue for more than four years.

IV. COURSE DESCRIPTIONS

The major emphasis of students at RIETS is on the study of the Talmud.

Every seven years, the RIETS faculty meets to pick a group of tractates whose study they deem to be particularly beneficial to be studied over the following seven-year period. At the end of the seven years, the faculty meets to vote on the next cycle, which may vary, substantially from the previous selections.

While this general system is true of most yeshivot, RIETS is distinctive in that its cycle, although relating to the different categories of Jewish law, is not repetitive of the selections within those categories.

In addition, all RIETS *semikha* students are required to study specific areas of law that have special significance for practicing rabbis. They do so in an intensive TAC course dealing with a section of the Code of Jewish law called “Yoreh Deah” and in several other lecture courses under the HAL designation that have been designed precisely for this purpose.

TAC 5001-5072 Talmud Skills

This course allows students to strength their skills in traditional Talmud study. Students learn to analyze the Talmudic page themselves and acquire skills in analytical thought. As well they increase their familiarity with Talmudic concepts. The course includes traditional chavruta (partner) study and lecture formats.

TAC 5501-5572 Talmud Chaburah

For very advanced students. Students prepare textual, linguistic, and legal analysis of the applicable tractate and the commentaries themselves, as well as conceptualization and articulation of the reasoning behind the various opinions and concepts in the Talmud. While this course is traditional chavruta (partner) based, weekly lecture and discussion groups are given to monitor progress.

TAC 6001-6072 Talmud

This advanced Talmud course is for students who can already prepare textual, linguistic, and legal analysis of the applicable tractate. The course includes traditional chavruta (partner) study and lecture formats. Lectures focus on the conceptualization and articulation of the reasoning behind the various opinions and concepts in the Talmud and the commentators as well as honing and applying analytical skills.

28266 TAC 9001-9010 A Kollel L'Hora'ah

The Rabbi Norman Lamm Kollel L'Horaah - Institute for Advanced Research in Jewish Jurisprudence (Yadin Yadin Kollel) trains gifted scholars to fill the roles of dayanim - Jewish law judges, and poskim - decisors of Jewish law. The intensive course of study is offered to an elite group of students each year, all of whom have received Semikha (rabbinic ordination) and have displayed profound ability in learning as well as an extraordinary commitment to a future life of scholarship and service. The program consists of study of Codes and Responsa, and observation lit (observing) the Beth Din of America, affiliated with the Rabbinical Council of America. The course of study leads to

an advanced rabbinic degree (Yadin Yadin) which qualifies the recipient as a Jewish law adjudicator in monetary and matrimonial matters.

HALAKHA (HAL)

HAL 6151-6158 Jewish Law in Professions and Business

An analysis of various topics—business ethics and bioethics—based on relevant texts in the Talmud, early and late commentaries, and responsa. The student will learn how to approach various halakhic issues frequently faced by practicing rabbis.

HAL 6111-6112 Laws of Mourning

An analysis of death and mourning rituals and laws as found in the code of Jewish law, commentaries and responsa. The student will learn how to approach various practical halakhic issues faced by rabbis and the theoretical and conceptual underpinnings of those decisions.

HAL 6121-6130 Laws of Niddah

An analysis of the laws of Niddah as found in the code of Jewish law, commentaries and responsa. The student is taught how to deal with questions relating to the issue of Niddah on both the practical level as well as the theoretical and conceptual underpinnings of those decisions. The intersection of medicine and Halakha as it relates to the laws of husband and wife.

HAL 6141-6150 Contemporary Jewish Law

The interface between halakha and issues confronting contemporary society as seen through the prism of responsa literature. Topics include privacy, abortion, assisted suicide, transplants, surrogate motherhood, agunah, and extradition. The role of women, interactions with non-orthodox Jews and Rabbis.

HAL 6163-6164 Sephardic Halakha - Moadim

A review of the laws pertaining to the holiday cycle with emphasis on Rambam, Tur, Bet Yosef, Shulchan Arukh, Kaf Hachayim, and the responsa of Rabbi Ovadya Yosef and other Sephardic luminaries. Emphasis is given to halakhic practice in the main Sephardic communities and the sources upon which it is based. Differences in observance between Sephardic and Ashkenazic Jewry are noted.

HAL 6161-6162 Sephardic Halakha—Orach Hayim

A study of the laws of prayer and associated ritual using the Code of Jewish Law and other sources, with particular emphasis, on Sephardic rites and practices. Responsa of Rabbi Ovadya Yosef and other Sephardic luminaries are analyzed.

TAC 6101-6104 Codes: Yoreh Deah

An expansive analysis of topics in Tractate Hullin as they are codified in Shulchan Arukh: Yoreh Deah. Major areas include Shechitah, Basar b'Halav, Ta'aruvot, Melikhah, Hechsher Kelim, and Tevilat Kelim. As well, an analysis of the Yoreh Deah code with traditional and contemporary commentaries. This subject matter has historically formed the basis of semikha studies.

HAL 6165 Sephardic Halakhah—Laws of Niddah

A study of Hilkhot Niddah as found in the Code of Jewish Law, commentaries and Sephardic luminaries, with emphasis on addressing those issues commonly presented to the practicing

rabbi. Emphasis is given to halakhic practice in the main Sephardic communities and the sources upon which it is based. Differences in observance between Sephardic and Ashkenazic Jewry are noted.

HAL 6166 Sephardic Halakha—Mourning

A review of the laws of mourning as found in the Code of Jewish Law, commentaries and Sephardic luminaries, with emphasis on halakhic practice in the main Sephardic communities and its sources. Difference in observance between Sephardic and Ashkenazic practice are noted.

HAL 6170-6171 Sephardic Codes

An analysis of selected topics in Tractate Hullin as they are codified in Shulchan Arukh: Yoreh Deah. Major areas include Shechitah, Basar b'Halav, Ta'aruvot, Melikhah, and Hechsher Kelim, and Tevilat Kelim. Emphasis is placed on Sephardic practices through the study of Sephardic commentaries and responsa. Sources studied include Rambam, Tur, Bet Yosef and Kaf Hachayim and the responsa of Rabbi Ovadya Yosef and other Sephardic luminaries

HAL 6167-6168 Sephardic Halakha—Shabbat

An analysis of selected topics relating to Sabbath observance, including exploration of the prohibited categories of labor. Special attention is given to Sephardic practice and an understanding of Sephardic commentaries and responsa, especially the works of Rabbi Ovadya Yosef and the contemporary decisors.

HAL 6191-6194 Responsa Literature

Responsa literature as it pertains to halakhic practice as well as Jewish history. Examines how and why these texts influences Judaism. As well the texts are explained in the original. The weltanschauung of modern orthodoxy and in precedents in the literature of the response. As well a comprehensive explanation and tracing of the halakhic practice that the decisors outlined and implied.

HAL 8001-8002 Fourth Year Halakha L'Maaseh Program

An analysis of halakhic topics deemed critical for the contemporary practicing rabbi. Topics include Eruvin, Bishul b'Shabbat, Gerut, Milah, Pikuach Nefesh, Tevilat Kelim and Siddur Kiddushin. Sourcework will begin with the Talmud and Earlier and Later Commentaries, Codes of Jewish Law, and responsa literature from earlier and modern periods. The emphasis is on addressing current issues in these fields.

JEWISH THOUGHT (JTH)

Each of the courses in Jewish thought concentrates on a particular area in Jewish philosophy through the study of appropriate textual material, ancient, medieval and modern.

JTH 6201-6202 Introduction to the Philosophy of Rav Soloveichik

A study of the thought of Rabbi Joseph Soloveichik. Topics covered include the philosophy of Halakhah; Ratzon Vashov; theodicy; human creativity as compared to the thought of Rabbi Chaim Volozin; natural theology; and Devekut.

JTH 6011-6018 Jew's Role in the World

Selected topics in Jewish philosophy and Hashkafa. An exploration of classical Jewish thinkers on issues of importance to contemporary Jewish life. Topics covered include the Jewish attitude

to the rest of the world; the nature of Halakha, halakhic authority, Aggada, and Daas Torah; science and religion; Halakha and medicine; women and Halakhah; women and Talmud Torah; the Agunah issue; the Baal Teshuva movement; religious reactions to the State of Israel; and religious attitudes toward secular education.

JTH 6030 Taamei Hamitzvot in Jewish Thought

An exploration of Ta'amei Hamitzvot following the pattern of Isaak Heinemann's Taamei Hamitzvot Be-Sifrut Yisrael. Topics include the views of Hazal, Rabbeynu Sa'adiah Gaon, R Bahya Ibn Pakuda, R Yehudah Halevi, R Abraham Ibn Ezra, R Abraham Ibn Daud, Rambam, Ramban, Ralbag and later thinkers.

JTH 6113-6114 Hashkafat HaRamban

A survey of Ramban's life and works. Topics covered include his precursors and lines of influence upon his thought; his relationship to Rashi and ibn Ezra; his understanding of the expulsion from Gan Eden and other topics in Sefer Bereshit; his views on the separation of church and state; his critique of Rambam's view of sacrifices; his view of the Yom Kippur service; his views of the end of the world; and his views on the Land of Israel.

JTH 6021-6028 Jewish Philosophy

Courses offered at the Gruss Center (RIETS Israel Kollel) in Jerusalem explore the following topics: Theodicy, Prayer, Providence, Faith, Eschatology, Philosophy of Law, Ethics and Commandments as seen through the prism of Rabbinic Literature beginning with the Talmud and Midrashim and their commentaries and including traditional medieval and modern thinkers.

JTH 6001-6002 Survey of Jewish Thought

The course over two semesters will address major topics in Jewish Thought including: Prayer, Providence, Secular Knowledge, Chosenness, Free Will, Universalism and Particularism, Ethics outside of Torah, Truth in Conflicting Opinions, Suffering and Evil, Creation, Prophecy, Reward and Punishment, Messiah, Zionism. Topics will be explored from early, medieval and modern sources including Maimonides, Nachmonides, Rav Kook and Rabbi Soloveitchik.

JTH 6161-6162 Philosophical Themes of The Parasha

The course will explore philosophical questions as they arise from the weekly Parasha. Themes will include: Creation, the dichotomy between free will and divine foreknowledge, divine intercession in nature, morality and genocide, revelation, the finite and the infinite, the golden calf, priesthood, etc. The course will draw on Maimonides, Ralbag, Abarbanel, and modern thinkers including Hirsch, Netziv, Meshech Hokhmah, Malbim and others.

JTH 6131 Derashot Ha-Ran

Rabbenu Nissim ben Reuben of Gerona (14th century) is well-known as a Talmudic commentator, and even more so as a super commentary upon the Rif, but was actually a writer with a wide range of interests. He served as a Posek (decisor) in Barcelona, authored numerous responsa, wrote a commentary on the Torah, and composed homiletically oriented material. Derashot Ha-Ran entails quite fascinating philosophical and theological homilies. The course will especially focus on the author's striking theories regarding Jewish government, as his ideas concerning the structures of halakhic authority (the monarchy, the Sanhedrin, etc) are quite modern.

RABBINIC TRAINING PROGRAM (RTP)

RTP 6001-6002 First Year Survey Course

Introduction to the scope of career opportunities available to rabbis in communal work as congregational rabbis, educators and Jewish Communal Professionals and a presentation of the diversity of models and opportunities within each individual component. The course exposes students to outstanding personalities who have been pioneers in their fields or who have been acclaimed as outstanding practitioners in their fields.

RTP 6153-6154 Successful Synagogues

This course teaches about how to reach members at life-cycle points, as well as expanding diversity by eliminating barriers both real and perceived while making congregants part of the conversation. Developing formatting and programming approaches are discussed, building a sense of community, judging how to balance when to give, and reaching people where they are. Making services and synagogues a comfortable place for all, working with modern technology and the broader community are examined. Bringing people together, giving them practical guidance and comfort while teaching them is explained. The Rabbi as a communicator and a hands-on giver, especially in difficult and unusual situations, is covered.

RTP 6158-6159 Practical Pulpit Issues

A survey of topics likely to arise in the contemporary synagogue setting. This class examines each topic from the viewpoint of the Modern Orthodox Rabbi. Topics include philosophical issues, approaches to women's issues, approaches to non-orthodox streams and rabbinates, as well as changes to synagogue rituals.

RTP 6144-6145 Senior Homiletics Workshop

This course is designed to give senior semikha students practical guidance in delivering speeches and classes. Over the course of two semesters students are asked to prepare and deliver drashot and shiurim which are then reviewed and critiqued by the instructor and the student's peers. Intensive discussion follows the presentation, and constructive criticism is offered. Since a rabbi must speak in many kinds of situations and venues, we try to recreate these circumstances so that the students will have an opportunity to experience these various roles. When delivering a shiur, the student is expected to provide source material that will aid in understanding the topic. The nature of the material which he disseminates is also analyzed.

RTP 6151-6152 Practical Rabbinics

This two-semester course seeks to equip students for careers as community rabbis with the halakhic knowledge and practical skills to properly navigate their synagogue duties. We will cover a range of practical topics with which the community rabbi must grapple, including life cycle events, beit din, gerut classes, synagogue programming, hilchot stam, marot niddah, and teaching taharat hamishpacha.

RTP 6156-6157 Contemporary Issues in the Rabbinates

This course is designed to familiarize the rabbinical students with the major issues being confronted in the Orthodox community today. The sessions will be addressed by leading rabbis and Jewish professionals who are at the forefront of the attempt to formulate and explain the Orthodox perspective on these subjects. Through exposure to the challenges facing Orthodoxy, it

is hoped that the students will not only be educated as to the issues but will understand that, as future rabbis, it will be part of their role to articulate the position of the Torah on any topic relevant to their time.

RTP 6201 Third Year Shimush Field Work Program

Limited fieldwork placement in pulpit, education, organization, or chaplaincy framework. Students are assigned mentors who supervise their fieldwork.

RTP 6131-6140 Outreach Training Program

Introduction to outreach from prominent rabbis in the field, including guest lecturers. Topics covered include philosophical issues of the unaffiliated Jew, halakhic issues related to kiruv, teaching methods, and how to promote and conduct a kiruv program. The course may be coupled with hands on internship at Manhattan Jewish Experience and other outreach programs in the New York area. The internship may fulfill the requirements for third year shimush. (See earlier.)

RTP 6255 Rabbinical Leadership

Congregation and Community (Rabbinical Skills in Communal Organization) Develop the essential organizational and leadership skills needed by rabbis in running a synagogue, day school and Jewish institution. Topics include a primer in community organization and leadership development, community organization planning and growing your organization, working with individuals in an organizational context, and sustaining committed leadership over time. The course combines didactic instruction with interactive and participatory workshops.

RTP 6143 Homiletics Seminar

An introduction to the art of preparing sermons. Covers the analysis of style, topics, and appropriate use of source material. Students will present model sermons they have composed, which will be critiqued by the instructor and class.

RTP 6111 Introduction to Pastoral Psychology Foundations I

In times of stress the rabbi is often the first professional to whom congregants and students turn to her support. These courses are designed to explore some of the basic concepts, guidelines, principles, and requisite skills necessary for those who aspire toward more effective counseling. The topics covered in this survey class include an overview of how various types of mental health issues such as depression, suicidal behavior or other psychiatric difficulties may present to the rabbi, a review of various theories regarding how people change, a summary of basic listening and communication skills and an introduction to the basic types of psychotherapeutic approaches and how they can be applied in a pastoral setting.

RTP 6112 Introduction to Pastoral Psychology Foundations II

This course presents a variety of special issues that may be encountered by the rabbi in his role as pastoral counselor. Challenges such as domestic violence, child abuse, and substance abuse are presented. The second part of this course presents the various issues that the rabbi might encounter at different stages of the life-cycle. In keeping with this approach, the life-span's issues and difficulties are viewed through the prism of development theory.

RTP 6121-6122 Advanced Pastoral Psychology

These classes focus on more specific counseling skills presented in the format of role playing and subsequent discussion. An emphasis on couple's counseling and issues revolving around marriage and prenuptial processes are highlighted as well. In addition, the students are taught relevant group dynamics particularly as they play out in the classroom and congregation.

RTP 6141-6150 Public Speaking Seminars

The Public Speaking seminars are geared towards preparing prospective rabbis for the task of cogently presenting concepts and ideas both from the pulpit or in a more didactic setting. The skills promoted include the use of self-presentation, organization and visual aids. The more advanced classes cover topics such as humor, multimedia presentations, fielding questions and the use of sound bites. The students regularly present to the class, followed by a critique by the classmates and instructor. Subsequently, each presenter retreats to another room where they view their speech on a videotape in order to self-evaluate.

RTP 6191 Seminar in Jewish Education

An overview of contemporary issues in Jewish education, which includes an analysis of Classical and contemporary options in yeshiva education, current enrollment patterns, Israeli school systems and informal Jewish education, as well as field visits to yeshivot to observe classes and meet with principals.

RTP 6171-6180 Rabbinic Writing Seminar

The Rabbinic Writing Seminars expose students to a wide array of writing genres, discuss specific concepts of writing and language structure, and work on editing and re-writing skills all within a practical context and mindful of content and audience. Writing assignments are given both in and out of class and are reviewed and critiqued on an individual basis with the instructor.

The writing assignments are both varied and relevant, with a particular focus on writing style and effective communication to a variety of audiences. Classmates anonymously edit some of the writing assignments and actual sentences from the students' work are used for structured exercises geared towards the enhancement of grammar, punctuation, syntax and the like.

The more advanced courses focus more exclusively on traditional rabbinic topics and essays based on Talmudic and traditional Jewish texts. A transition is achieved at which point the writing assignments are also conducted in Hebrew geared towards a more scholarly and academic audience. As part of the requirements for this portion of the program, the student needs to compose a scholarly article for publication in the University's journal on Jewish erudition.

RTP 6181-6188 Contemporary Responsa

An analysis of contemporary responsa literature, with emphasis on the writing of Rabbi Moshe Feinstein, making use of both published and unpublished materials.

RTP 6202-6203 Fourth Year Professional Seminars/Internships

Placement of fourth-year students as interns in pulpit, education, chaplaincy and organizational setting. Students are mentored by professionals who work with them individually. Students meet on a bi-weekly basis as a group with leading rabbis and educators and have the opportunity to discuss issues and challenges faced in their fieldwork.

B. Masters in Hebrew Literature (MHL)

The Master's Degree in Hebrew Literature (MHL) is a certified degree for students who wish to study Talmud and Jewish Law. It is open to students who wish to study at RIETS and pursue a master's degree instead of Rabbinic Ordination. To receive the MHL, students must complete the following course of study:

Requirements: Admission into the MHL program and completion of the requirements.

Admissions requirements:

1. A recognized bachelor's degree.
2. Interview and examination by the Program Director.
3. Talmud/Jewish Law Background Required Course of Study: Students can complete the program in one year as a full-time student, taking courses in the morning and afternoon as described below. All requirements from the Core Curriculum must be fulfilled, and students have two options for courses of study in the concentration.

A. Core Curriculum

1. Two semesters of Talmud Classes at the TAC 6000 level, or two semester of Halacha at the HAL 6000 Level (The HAL Chaburah classes do not qualify)
- 2 Two semesters of Survey of Talmudic Topics (TAC 7100 and TAC 7101)
 - a. This course includes a final capstone project.

B. Concentration

1. Talmud
 - a. History of the Oral Law (1 semester)
 - b. Talmudic Methodology (1 semester)
2. Jewish Bioethics
 - a. Bioethics and Jewish Law I (1 semester)
 - b. Bioethics and Jewish Law II (1 semester)

ADVANCED CERTIFICATE IN JEWISH BIOETHICS

The Advanced Certificate in Jewish Bioethics is a certified degree for students who wish to study the intersection of Jewish Law and Bioethics. It is open to semikha students who are interested in going into or learning more about medicine, as well as medical professionals who wish to gain more understanding bioethics, or anyone else interested in the field. To receive the Advanced Certificate, students must complete the following course of study:

Requirements:

Admission into the Advanced Certificate and completion of the requirements.

Admissions requirements:

1. A recognized bachelor's degree.
2. Interview and examination by the Program Director.
3. Talmud/Jewish Law Background

Required Course of Study:

Students can complete the program in one year taking two courses, one per semester.

- a. Bioethics and Jewish Law I (1 semester)
- b. Bioethics and Jewish Law II (1 semester)

In addition to coursework and examination, students will engage in "intensives" where role playing exercises will be used to practice clinical skills. These role plays will be based on real cases that have been dealt with in clinical settings and broken into different roles for each participant.

V. GUIDELINES FOR REGISTRATION

- See riets.edu/student-resources

VI. SAMPLE SCHEDULES

- See riets.edu/student-resources

VII. ACADEMIC POLICIES

ACADEMIC YEAR

The academic year at RIETS is based on two four-month terms, and two one-month sessions

- Fall term runs from September to late December
- Spring term runs from late January to June

Regular courses take place during the Fall and Spring terms. Students are expected to continue their independent studies during the winter and summer sessions.

The regular weekly schedule of classes includes Sunday sessions.

RIETS semesters provide a minimum of 14 weeks of contact class-hours and generally meet for several weeks more. Thus, there is usually an excess of contact hours for each credit earned.

TAC Study hall sessions generally run from 9am to 12:45pm Lectures generally run from 12:45pm to 2:45pm

Courses meet daily Sunday through Thursday or Monday through Thursday

RTP classes are held generally on Friday with some classes held mid-week.

JPH (JTH) classes are generally held on Monday and Wednesday afternoons and Friday morning.

HAL classes meet Sunday through Thursday as scheduled.

Afternoon Study Hall Sessions (required of all kollel students, some fourth year students, voluntary for others): 3-6:30pm, Sunday through Thursday.

Night Study Hall Sessions (required of all kollel students, voluntary for others)

Katz Kollel: daily study hall sessions, Sunday through Thursday, 3pm-6:30pm, lectures given by the head of the Kollel and other faculty on a regular basis during the times of the study hall session.

Post graduate Kollelim: daily study hall sessions, Sunday through Thursday, 3pm-6:30pm, lectures given by the head of the Kollel or by Kollel Fellows on a regular basis during the times of the study hall session.

YU co-requisite graduate programs can be taken in the afternoons or evenings, depending on individual schedules.

VACATION DAYS AND JEWISH HOLIDAYS

The Jewish calendar is primarily lunar, so the dates on which these holidays fall in the “secular”, primarily solar, calendar change every year, with a leap-month added to the Jewish calendar in certain years to compensate for the difference between the lunar and solar calendars. The days of the Jewish Holidays begin shortly before sunset and end shortly after sunset.

1. Holidays

- a) Shabbat
- B) Rosh HaShanah
- c) Yom Kippur
- d) Sukkot
- e) Shemini Atzeret
- f) Simchat Torah
- g) Chanukah
- i) Purim
- j) Passover (“Pesach” in Hebrew)
- k) Shavuot

ATTENDANCE

If a student is absent or seriously incapacitated through illness for a considerable portion, but less than half, of a semester, the student's course load may be reduced. In all cases, if a student is absent from any course for any cause for more than half a semester, the course will not be counted, and the student will receive a grade of W or G in the course. Customarily, students wait 20 minutes when an instructor is delayed for class.

EXAMINATIONS

All students must take examinations as scheduled. A student who is absent from a class test due to illness or an equally compelling cause must consult with the instructor about exam requirements.

A final examination may be postponed only on account of illness or some equally compelling emergency that causes absence at the time of the examination or immediately preceding it. Under these conditions, the student should notify the Office of the Dean immediately and should subsequently submit a request for a makeup test, along with a physician's note if applicable. Makeup examinations are scheduled by the Dean in the subsequent semester.

Once a student has taken a final examination, no re-examination may be given. No excuse-whether illness, lack of preparation, or any other reason-will be accepted as grounds for a retest or an additional test or assignment.

If a student arrives late at any examination and has no valid excuse for the lateness, the test is taken in the remainder of the allotted time.

Cheating on an examination or plagiarization - of written material will subject the offender to disciplinary action, including possible expulsion from RIETS.

GRADES

Grades are available by accessing https://selfserveprod.yu.edu/pls/banprd/twbkwbis.P_WWWLogin

The work of each student is graded on the following scale:

A, A- Excellent

B+, B, B- Good

C+, C, C- Fair (lowest passing grade)

F Failure

N No credit

P Pass

Administrative Grades

I Incomplete

G Withdrawal without permission (counted as failure)

L Audit (no credit)

M Missing

W Withdrawal without penalty or prejudice

Y Yearlong (where grade is assigned only after completion of two- semester sequence.)

Incomplete grades may be requested by students to accommodate unavoidable delays in the completion of course requirements and to allow for excused medical emergencies during final examinations. File appropriate forms for incomplete coursework with faculty. If work is not completed by the assigned deadline, the Incomplete defaults to the grade designated by the faculty member based on work completed, or to an F.

Withdrawal requires submission of Drop/Add form to the Registrar and may require written permission of the Office of the Dean. Unless the proper procedures are followed, the student receives a G, equivalent to failure, in the course.

A student who has achieved a passing grade in a course may not retake it. Even if repetition is allowed, the original grade will remain on the record. Credit will be granted only once.

SATISFACTORY PROGRESS

All students must meet the following standards of good academic standing and satisfactory academic progress.

Academic Average: All students must maintain a minimum average of 2.0 per semester and cumulatively.

Each grade has a numerical value as follows:

A = 4.000

A- = 3.667

B+ = 3.333

B = 3.000

B- = 2.667

C+ = 2.333

C = 2.000

C- = 1.667

F, G = 0

When the numerical value is multiplied by the credit value of the course, the resulting figure is known as the number of quality points. The student's average is computed by dividing the number of quality points earned by the total number of credits completed with a grade of A through G. The average is rounded to the third decimal place.

Academic Retention, Probation, and Dismissal

Students are expected to maintain an academic average of at least 2.0 each semester and cumulatively. Students who, in any semester, fail to achieve an average of at least 2.0 or to accrue the required credits above may be placed on academic probation.

Probation serves as a serious warning to students whose records are unsatisfactory, and is intended to help them achieve the necessary improvement.

Restrictions or conditions may be imposed upon students on probation in the following areas: programs, employment, extracurricular activities, financial assistance, fellowships, and scholarships.

Students whose semester or cumulative average falls below 2.0 two semesters in succession, or three semesters non-consecutively, or who fail all their courses in a semester, may be dismissed from the school without further notice.

Disciplinary Probation and Dismissal

RIETS expects its students to exhibit high qualities of character as well as demonstrate academic ability. Every student is expected to adhere to the ideals represented by RIETS and to show seriousness of purpose, intellectual dedication, and respect for the views and convictions of others. A student's continuance on the rolls of RIETS; the receipt of academic credits; graduation; and the conferring of any degree, diploma or certificate upon the student are entirely subject to the disciplinary powers of RIETS and to the student's

maintaining high standards of ethical and academic conduct. A student may be placed on probation or dismissed by RIETS at any time for infringement of these standards.

ACADEMIC INTEGRITY

The submission by a student of any examination, course assignment, or degree requirement is assumed to guarantee that the thoughts and expressions therein not expressly credited to another are literally the student's own. Evidence to the contrary will result in appropriate penalties, which may include failure in the course or disciplinary dismissal.

OUTSIDE COURSEWORK

Permission of the Dean of RIETS is required in order to take any courses at another institution. File the Leave of Absence form if planning a semester of study off-campus.

STUDY ABROAD

Qualified students may apply to study toward ordination at the RIETS Israel Kollel

LEAVES OF ABSENCE

Students who intend to absent themselves from RIETS for a semester or more and then return at some future time must apply for a formal leave of absence (on the Leave of Absence form).

If they do not obtain such a leave, readmission may be denied.

Leaves of absence are ordinarily granted for a maximum of four semesters. Students on leave will not receive credit for study at another institution without prior permission.

WITHDRAWAL FROM RIETS

A student who is withdrawing from RIETS and does not expect to return at some future date should fill out the Application for Official Withdrawal from School form.

RECORDS AND TRANSCRIPTS

Current or former students who wish transcripts of their records should secure copies of the Request for Transcript form from the Office of the Registrar or from the Web. The form lists the fees, regulations, and procedures governing the issuance of transcripts. Students may generate free, unofficial transcripts in the Office or download them from the Web.

A transcript is not issued without the student's written request, except to the person(s) or agency upon whom the student is financially dependent, or as provided by law.

The issuance of transcripts, and generally the release of any information about a student, is subject to the provisions of the federal Family Educational Rights and Privacy Act of 1974.

See below under privacy. No official transcript will be issued for a student unless the student's financial record with the University is completely clear.

Official records of students are sent only in the form of a complete transcript. No partial records are sent, nor are records listing only courses without grades. To obtain a written report of grades students and parents (if the student is financially dependent on the parents) may send a signed written request to the Office of the Registrar.

Students who believe that there is an error in their academic record (e.g., in a grade average, credit value, or course) must promptly call this to the attention of the Office of the Registrar.

CHANGE OF NAME OR ADDRESS

A student who wishes to change either a first or last name on school records must file a Change of Name on School Records form in the Office of the Registrar.

Students who change their home or local residences are required to notify the Office of the Registrar of the change of address within 10 days on the Notification of Change of Address.

STUDENT IDENTIFICATION CARDS

1. General Policies

All RIETS students are required to obtain an official YU photo identification card. Photos are taken for I.D. cards early in the semester, and notices are posted regarding time and location of the photographer's sessions. You must keep your identification card with you at all times, and present your card each time you enter the building and any time a member of the YU security or administrative staff requests that you do so. Valid student identification cards must be presented when obtaining information from the Office of the Registrar or when checking out materials from the library. (Your student ID is your library card.)

2. Replacement Identification Cards

Lost photo identification cards should be replaced as soon as possible. You should go to the Office of Student Finance for clearance, and then have your picture taken and a new card created. There may be a \$10 fee to obtain a replacement card.

INJURIES ON THE PREMISES

If you suffer physical injury while on University premises, contact the security guard in the lobby and notify the Office of Student Services. If you need assistance due to illness or injury, or are aware of another person who needs assistance, immediately contact the nearest security guard or call 911.

LOST AND FOUND POLICY

Found property can be turned over to any Security Officer or brought into the Campus Security Department Office as follows:

Wilf Campus – 521 West 185th Street, 1st Floor
(212) 960-5221

Beren Campus – 251 Lexington Ave, Ground Floor
(917) 326-4885

Brookdale Canter (Cardozo School of Law) – 55 5th Avenue, Lobby (212)
790-0303

Please remember to request a receipt when turning in property.

Telephone inquiries can be made by calling the Campus Security Department at the above listed numbers.

The Security Department will attempt to return articles that contain identification. All lost articles will be kept for a period of at least 60 days.

Useful articles of clothing left unclaimed will be donated to local charitable organizations. Food and other perishable items will be disposed of.

VIII. STUDENT GRIEVANCE POLICY AND PROCEDURE

The Rabbi Isaac Elchanan Theological Seminary (RIETS) is committed to a policy of addressing all student grievances through a set of procedures designed to resolve the student's issues and concerns in a fair and expeditious manner.

Procedure:

Students who wish to appeal (grieve) an academic policy or other action of the administration or of an individual faculty member are directed to the following:

1. Discuss the matter with the instructor of the course or other individual involved.
2. If the student feels the issue or concern is still unresolved, he should consult with the Dean of RIETS, who may, at the option of the parties, mediate a solution or appoint and refer the issues to an ad hoc committee (the "Committee") of faculty and administrators of RIETS.
3. The Committee will include members who by their experience and training can address the issues being considered (the "Member"). If the student or the Member feels there is a conflict of interest between them, either may request that an alternate serve on the Committee instead.
4. The Committee will interview the student, who may present any documentation or statements to support his position. The Committee may consider additional documents or interview others who have relevant information to present.
5. After considering all the factors, the Committee will make a decision within 30 days and convey it to the Administrator of RIETS, who will notify the student in writing.
6. The student may appeal the Committee's decision to the Dean of RIETS, in writing, within 10 days of notification. The Dean may accept, modify or overturn the Committee's decision and will notify so the student in writing within 14 days. The Dean's determination will be final.
7. RIETS will retain, in an appropriate file, documents presented by the student and others,

as well as written decisions and communications with regard to these proceedings.

8. RIETS will not retaliate or take any adverse action against a student as a consequence of his bringing a grievance or invoking this Procedure.

IX. NON-DISCRIMINATION, AFFIRMATIVE ACTION AND SEXUAL HARASSMENT POLICIES

Rabbi Isaac Elchanan Theological Seminary is committed to supporting, encouraging and fostering an open and inclusive community that respects the dignity of each individual, that embraces diversity as a means of promoting a learning environment, that encourages an exchange of information, values, and ideas, and that is free of improper discrimination, harassment, and intimidation. To that end, RIETS's policy is to ensure that its programs are administered in a manner that does not improperly discriminate on the basis of any individual's or group's actual or perceived race, color, national or ethnic origin, ancestry, age, disability, veteran or disabled veteran status, marital or civil union or domestic partner status, citizenship status, or other categories protected by law, or in retaliation for opposition to any practices proscribed by this policy. If a student believes that he has been the victim of improper discrimination, harassment or intimidation, he is encouraged to speak to the Dean (Glueck Room 632,) Administrative and investigative responsibility relating to enforcement of this policy has been assigned to the University's Diversity & Affirmative Action Officer, who is located at the Resnick Campus (Einstein), 1300 Morris Park Ave, 1206 Belfer Educational Center, Bronx, NY 10461 and can be reached at 718-430-3771. When warranted, the University will take appropriate corrective action to remedy all violations of this policy, up to and including termination and/or expulsion. Where appropriate, the University may also report discriminatory conduct to licensing boards. Yeshiva University prohibits any form of retaliation against any employee or student for filing a bona fide complaint, or for assisting in a complaint investigation.

A copy of Yeshiva University's Policy Statement on Non-Discrimination, Affirmative Action and Unlawful Workplace Harassment may be found on the University Website

<http://www.yu.edu/hr/diversity/>

X. Family Educational Rights and Privacy Act (FERPA) Policy

Effective Fall 2009

I. Purpose

The Family Educational Rights and Privacy Act (“FERPA” - 20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to students who are at least eighteen years old or who attend or attended a post-secondary institution, even if they have not reached the age of eighteen.

II. Policy

It is the policy of Yeshiva University (“University”) to comply with all provisions of FERPA.

III. FERPA Summary

Below is a summary of the important rights granted to students under FERPA. To view the definitive set of regulations and for other helpful information, please visit:
<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

A. Definitions

1. Education Record

Education Record means any record (1) directly related to a student and (2) maintained by the University or a party acting for the University. There are several important categories of records that are specifically exempted from the definition of an Education Record:

- a. Records of instructional, supervisory, administrative, and certain educational personnel which are in the sole possession of the maker of the records, and are not accessible or revealed to any other individual except a substitute who performs on a temporary basis the duties of the individual who made the records,
- b. Records maintained by a law enforcement unit of the University that were created by that law enforcement unit for the purpose of law enforcement,
- c. Records relating to individuals who are employed by the University, which are made and maintained in the normal course of business, relate exclusively to individuals in their capacity as employees, and are not available for use for any other purpose,
- d. Records relating to a student which are: (1) created or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional, acting in his/her professional capacity or assisting in a paraprofessional capacity; (2) used solely in connection with the provision of treatment to the student; and (3) not disclosed to anyone other than individuals providing such treatment.
- e. Records that only contain information about an individual after he or she is no longer a student at the University.

2. **School Official**

School Official means a person employed by the University in an administrative, supervisory, academic or research, or support staff position, including health or medical staff; a trustee, public safety officer, or outside contractor such as an attorney or auditor acting as an agent for the University; a student serving on an official committee, such as a disciplinary or grievance committee or who is assisting another School Official in performing his or her tasks; and any contractors, consultants, volunteers or other party to whom the University has outsourced institutional services or functions as long as the individual: (1) performs a service for which an institution would otherwise have to use its own employees; (2) is under the direct control of the University with respect to the use and maintenance of the education record; and (3) is subject to the same conditions on use and re-disclosure of education records that apply to other School Officials.

3. **Directory Information**

Directory Information means the following student information:

- Student name
- Local address and telephone number
- Campus e-mail address
- Dates of attendance at the University
- Registration status
- Graduating Class
- College or school
- Major field of study
- Awards
- Honors
- Degree(s) conferred and date(s) received
- Past and present participation in officially recognized sports and activities
- Physical characteristics (height, weight) of NCAA athletes
- Previous educational institutions attended

4. **Legitimate Education Interest**

Legitimate Education Interest means an interest that a School Official has in the protected records when the School Official is performing a task that is:

- Specified in his or her position description or contract agreement;
- Related to a student's education; or
- Related to the discipline of a student.

5. **Personally Identifiable Information**

Personally Identifiable Information includes, but is not limited to:

- The student's name
- The name of the student's parent or other family members
- The address of the student or student's family

- A personal identifier, such as the student's social security number, student number, or biometric record
- Other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name
- Other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty
- Information requested by a person who the educational agency or institution reasonably believes knows the identity of the student to whom the education record relates.

B. STUDENT RIGHTS UNDER FERPA

1. RIGHT OF INSPECTION AND REVIEW

- a. Current and former students have the right to inspect and review their Education Records within 45 days of the date that the University receives a request for access.
- b. A request that identifies the Education Record(s) to be reviewed or inspected must be submitted in writing by the student to the University Registrar, a Dean, a Chair, or other appropriate University School Official. That School Official will make arrangements for access to the records with the University Registrar and will notify the student of the time and place where the records may be inspected. If the records are not maintained by the School Official to whom the request was made, that School Official shall advise the student of the correct individual to whom the request should be made.

2. Right to Request Amendment of Education Record

The University provides a student with an opportunity to request amendment to the contents of an Education Record which he/she considers to be inaccurate, misleading, or otherwise in violation of his/her privacy or other rights. A School Official who receives such a request will coordinate with the University Registrar and they will decide within a reasonable period of time whether corrective action consistent with the student's request will be taken. The student must be notified of the decision. If the decision is in agreement with the student's request, the appropriate record(s) must be amended. A student who is not provided full relief sought by his/her challenge must be informed by the appropriate School Official, in writing, of the decision and his/her right to a formal hearing on the matter.

3. Right to Consent to Disclosure of Education Records

The University will disclose information from a student's Education Records only with the written consent of the student, unless one of the following exceptions apply:

- Directory Information may be made available to anyone who makes a request for such information, without first notifying the student, unless a [Request for Non-Disclosure of Directory Information form](#) is completed

by a student while he/she is enrolled and the [form](#) is submitted to the Office of the University Registrar.

- a. The disclosure is to authorize federal and state representatives for audit or evaluation or compliance activities.
- b. The disclosure is to School Officials that are in the process of carrying out their assigned educational or administrative responsibilities and have a Legitimate Educational Interest. The determination as to whether or not a Legitimate Educational Interest exists will be made by the University Registrar, who serves as the FERPA Officer for the University. When the FERPA Officer has any questions regarding the request, the FERPA Officer should withhold disclosure unless he or she obtains consent from the student or the concurrence of a supervisor or other appropriate official that the record may be released.
- c. The disclosure is to provide a service or benefit relating to the student or student's family, such as health care, counseling, job placement, or financial aid.
- d. The disclosure is to maintain the health or safety of the student or others on or off campus. When the University discloses personally identifiable information under the health or safety emergency exception, the University must record the significant threat to the health or safety of a student or other individuals and the parties to whom the information was disclosed. This documentation must be done within a reasonable period of time after (but not necessarily prior to) the disclosure and must be maintained with the student's education records. This documentation should identify the underlying facts the University relied upon in determining there was a defined and significant threat.
- e. The disclosure is to officials of other institutions in which a student seeks or intends to enroll, as long as the disclosure relates solely to the purposes of the transfer, on the condition that the issuing institution makes a reasonable attempt to inform the student of the disclosure, unless the student initiates the transfer.
- f. The disclosure is in connection with financial aid for which a student has applied or received, if the information is necessary for the determination of eligibility, amount and conditions of aid or to enforce the terms and condition of aid.
- g. The disclosure is to organizations conducting studies for, or on behalf of, educational agencies or institutions to develop, validate, and administer predictive tests, to administer student aid programs or to improve instruction, provided that individual identity of students is not made and that the disclosure is restricted to the representatives of the organization that have a legitimate interest in the information. Information may only be disclosed per a written agreement between the University and the organization conducting the study on the University's behalf that:
 - i. Identifies the purpose, scope, and duration of the study; ii.) Requires the organization to use personally identifiable information from education records only to meet the purpose of the study as noted in the agreement; iii.) Requires that the organization conduct the study in a manner that does not permit personal identification of parents and students by anyone other than representatives of the organization with legitimate interests; and iv.) Requires the organization to destroy or return the personally identifiable information to the University when the information is no longer need and specifies the time period in which the destruction or return must occur.

- ii. Requires the organization to use personally identifiable information from education records only to meet the purpose of the study as noted in the agreement;
 - iii. Requires that the organization conduct the study in a manner that does not permit personal identification of parents and students by anyone other than representatives of the organization with legitimate interests; and
 - iv. Requires the organization to destroy or return the personally identifiable information to the University when the information is no longer need and specifies the time period in which the destruction or return must occur.
- h. The disclosure is to accrediting organizations carrying out their accrediting functions.
 - i. The disclosure is to comply with a judicial order or a lawfully-issued subpoena, provided that the University makes a reasonable attempt to notify the student in advance of compliance. If a contractor receives a subpoena for a student's information, the contractor is required to provide the appropriate notice. The University is not required to notify the student if a federal grand jury subpoena or any other subpoena issued for a law enforcement purpose orders the institution not to disclose the existence or contents of the subpoena. In addition, the University is not required to notify the student if disclosure is necessary to comply with an ex-parte court order obtained by the U.S. Attorney General or an Assistant Attorney General concerning certain criminal investigations and prosecutions.
 - j. The disclosure is to a victim of an alleged crime of violence or a non-forcible sex offense, or to the alleged victim's next of kin (if the victim dies as a result of the crime or offense). The disclosure may only include the final results of the disciplinary proceeding conducted by the institution, regardless of whether the University concluded a violation was committed or not. The University may not require students who are sexual assault victims to sign confidentiality pledges to protect from further disclosure the disciplinary proceedings.
 - k. The disclosure is to the parents of a student under 21 years of age who has been found responsible for a violation involving the use or possession of alcohol and/or drugs.
 - l. The disclosure is related to a student registered sex offender and is information that was provided to the University pursuant to the Wetterling Act and other applicable federal guidelines. In addition, the University may make available to the campus community additional information about a student who is also a registered sex offender where the information is relevant to protecting the public.
 - m. The disclosure is one where all Personally Identifiable Information has been removed. Written record of such a disclosure is not required.

In the event that a student wants to provide ongoing access to their Education Records to an individual such as a parent or family member, they must first complete a FERPA Student Authorization to Release Records form. This will allow the individual named on the [form](#) by the student to have complete or limited access to the student's Education Record until such permission is revoked by the student.

4. **Right to File a Complaint**

Students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue
SW Washington, DC 20202-5920

IV. **Contact Information**

In the event of questions or concerns regarding this policy or other matters pertaining to FERPA, a student can contact the Office of the University Registrar at 212.960.5400 or email at registrar@yu.edu.

XIII. PLACEMENT SERVICES

All RIETS alumni are eligible for placement services through the Morris and Gertrude Bienenfeld Department of Jewish Career Development and Placement, which annually places dozens of chavirim in pulpits, the chaplaincy, Jewish organizational work, and positions of kiruv and educational leadership.

The Morris and Gertrude Bienenfeld Department of Jewish Career Development and Placement is one of many community services offered by [Yeshiva University Center for the Jewish Future](#).

CONTRACTS AND MEDIATION: The office will also negotiate contracts for all RIETS musmakhim engaged in positions in avodat hakodesh and engage in conflict resolution if necessary.

CONTACT US

Our team is here to help our fellow musmakhim in any way we can. Please do not hesitate to be in touch.

Rabbi Ronald Schwarzberg

Director, Morris and Gertrude Bienenfeld
Department of Jewish Career Development and Placement
Yeshiva University Center for the Jewish Future
212-960-5212
rschwarz@yu.edu

XII. DISABILITY SERVICES

The mission of the Office of Disability Services is to advocate for people with disabilities and to provide equal opportunities and equal access to education, employment, programs and activities at Yeshiva University.

In achieving this, ODS collaborates with and empowers individuals who have documented disabilities by working together proactively to determine reasonable and appropriate accommodative measures. In efforts to ensure compliance with current legislation and eliminate attitudinal barriers against people with disabilities, ODS also provides guidance and education to the campus community. The Glueck Center, the center of RIETS classes and activities is fully in compliance with the Americans with Disabilities Act.

All members and guests of Yeshiva University who have a disability need to register with the Office of Disability Services if requesting auxiliary aids, accommodations and services in order to fully participate in Yeshiva University's programs and activities. All requests are considered on a case-by-case basis and in a timely fashion.

Please contact:

Abigail Kelsen, LMSW, LCSW
Assistant Director of Disability Services, Manhattan Campuses
116 Laurel Hill Terrace, Suite B
New York, NY 10033
Tel: (646) 592-4280
Fax: (646) 685-0116
akelsen@yu.edu

XIII. INFORMATION RESOURCES & TECHNOLOGY

Academic Computing At Yeshiva University

The University encourages the use of computers as a tool to enhance education. It makes leading edge computer facilities available for use by faculty and students to support teaching and learning. State-of-the-art hardware and software are installed by and receive ongoing support from the **Academic Computing** Division of Academic Services (within Information Technology Services, also known as **ITS**), which also provides on-site support for system usage.

It is the goal of the **Academic Computing** Division to maintain the availability of equipment in classrooms and labs at the highest levels possible in support of all students and faculty.

For more details about computing services available, see our [Faculty Guide](#) or [Student Guide](#).

Current Status of Academic Computing Labs:

The Academic Computing Labs on both campuses are open for our Fall hours. Please [click here](#) for the listing.

For a Quick Overview of computing for Students [click here](#).

Using Yeshiva's Wireless Networks

YU provides wireless connectivity in Manhattan residence halls as well as in some areas of academic and administrative buildings. Please [click here](#) for more information.

Wireless Connection Standard

In order to equally support access for all users of the YU Wireless systems there is a wireless connection standard. The standard number of connections to the YU Wireless per user is one (1). This means that a user can connect to the YU Wireless with one device at a time. A user may connect either their computer (laptop/desktop) or another device but not both at the same time. Other devices include cell phones, PDA, and gaming systems.

Wilf Campus:

GluckCenter

Rubin Residence

Hall Morgenstern

Residence Hall

Muss Residence

Hall

475 West 186 Street

Mendell Gottesman

Library Pollack Library

3rd and 5th Floors of Belfer Hall

Important Note

If you are **using a computer without built-in Wireless**, a USB Wireless adaptor is required. We recommend:

[Linksys AE2500 High Performance Dual-Band N USB Adapter](#) (approximate cost: \$38)

You can purchase these from many major resellers like Staples or Best Buy.

Note: The above wireless adaptors are recommended for PC's only. Most consumer Mac computers including, iMacs, MacBooks, MacBook Pros, and Mac Mini's have built in Wireless cards.

For questions or support, contact the [Academic Computing office](#).

Office		Belfer Hall BH 1315
Office Phone		(212) 960-5438
Multimedia Hotline		(917) 670 1311
Email (Computing)	labhelp@yu.edu	
Email (Multimedia)	multimedia@yu.edu	
Office Hours		M - T: 9 AM - 9 PM; F: 9 AM - 2:30 PM; Sat: Closed Sun: 9 AM - 5:00 PM
Summer Hours		M – Th: 9 AM – 5:30 PM; F: 9 AM – 2:30 PM; Sat & Sun: Closed

Computer labs at the Wilf Campuse are available for student use during the normal operating hours of the building in which they are located. Technical support by Academic Computing staff is available during the hours listed below. In addition, many of the computer applications provide extensive on-line help capabilities. For the Academic Computing Lab rules, [click here](#).

Use of Copyrighted Material

Every employee of Yeshiva University must fully comply with all restrictions on the use of copyrighted material in any activity related to his or her employment, or while using University owned or furnished computer equipment and/or computer network.

This requirement applies to every type of usage of such material including publishing and reproduction by traditional means and including but not limited to the use of the Internet and the World Wide Web.

While copyrighted material may sometimes be used without permission, such circumstances are very limited.

The most common method of compliance is to request and obtain the permission of the copyright owner to use the copyrighted material.

The penalties for unauthorized use of copyrighted material ("infringement") can be substantial and may result in personal liability to the unauthorized user.

Any questions regarding the use of copyrighted material should be directed to the office of the University's General Counsel before the material is used.

University Wireless Access Standards

MIS and RIT are in the process of implementing standardized wireless network access technology throughout the University. University-managed or approved wireless access is already available in some locations. Standardized wireless access allows authenticated users to associate with a wireless connection and log on anywhere within the University in a consistent manner and protects individual connections from interference from others.

Wireless access is intended to provide convenient mobile access to on- and off-campus network resources in designated areas of the University campus. Wireless access is intended as an adjunct to wired access and can not replace the speed and reliability of wired access for most network users.

The following standards will apply to all wireless access located on University premises.

1. Since wireless networking represents unique security challenges over conventional wired networking, every session on any wireless access point connected to the University network requires user and/or equipment authentication.
2. IDs and passwords, whether issued for wireless access or from an existing authentication database, are for the sole use of the individual to whom they are assigned, and may not be shared among multiple users.
3. Privately operated wireless access points installed on any ports or computers connected to the University network require explicit approval by MIS and/or RIT, or as provided for in other University policies and standards.
4. Privately operated wireless access points on University premises and not connected to the University network are permitted.
5. In the event of technical incompatibility where one access point interferes with the proper operation of another, the University's wireless network implementation takes precedence over privately operated wireless. In such cases, the owner of the privately operated wireless access point may be required to take measures to remove the interference, such as the use of a designated frequency, or cease operation.
6. Wireless access points connected to ports or devices protected by University Administrative firewalls must be approved by University management and installed and managed by MIS or RIT.
7. Wireless connections providing access to or transmission of sensitive data must be encrypted.
 - a. Sensitive data includes but is not limited to all data generated by, stored in, or accessed from administrative applications.
 - b. HIPAA Protected Health Information, personal identifiers such as SSN, and any other confidential information which refers to identifiable individuals are also considered to be sensitive data.
8. Users of University wireless connections must adhere to the provisions of the technology Resources Use Handbook, which is available online [here](#).