

# Admission Application Instructions

Our application may be obtained in the following ways:

- In electronic format through the Law School Admission Council (please contact LSAC at either 215-968-1393 or [www.lsac.org](http://www.lsac.org) for information). The electronic application may also be accessed through the Syracuse University College of Law website at <http://www.law.syr.edu/admissions/applyonline.asp>
- Downloaded from the College of Law's web site: [www.law.syr.edu](http://www.law.syr.edu)

1. You must complete and submit the admission application form, Parts A and B, and, if applicable, Part C, together with a \$70 check or money order payable to Syracuse University. The application fee is neither refundable nor will it be credited toward tuition and fees. Applications should be mailed to: Syracuse University College of Law, Office of Admissions and Financial Aid, Suite 340, Syracuse NY 13244-1030
2. You must take and obtain a score on the Law School Admission Test (LSAT) and register with the Law School Data Assembly Service (LSDAS). Registration materials for the LSAT and LSDAS are available directly from all of the following: your Pre-Law Advisor; Law Services, Box 2000, Newtown, PA 18940-0998, telephone 215-968-1001, [www.lsac.org](http://www.lsac.org); or the College of Law.
3. The College of Law recommends that you take the LSAT no later than December of the year prior to the year you wish to enroll. Scores from the February test will be considered, but may delay the admission decision. Scores from the June test may be considered for admission in the same year. LSAT scores cannot be more than five years old (test date in 2005 or later).
4. You must submit transcripts of all previous college or university study through the LSDAS. Graduate and prior law study transcripts also must be submitted to LSDAS. Failure to submit all transcripts will delay review of your application.
5. Applicants are strongly encouraged to submit up to three letters of recommendation.  
Statements from persons familiar with your qualifications for the study of law, especially professors under whom you have studied, often prove helpful. If you are currently in an undergraduate or graduate program, or have recently completed one, the Admissions Committee will expect to see letters of recommendation from professors under whom you have studied.  
We recommend that applicants submit their letters of recommendation through the LSAC Letter of Recommendation Service (refer to the LSAT & LSDAS Registration Book for details).
6. Transfer and visiting student applicants must submit the additional documents outlined on the College of Law website at [www.law.syr.edu/admissions](http://www.law.syr.edu/admissions).

7. Applicants who are not United States citizens must submit all materials required of domestic applicants as well as the additional documentation outlined on our website. This documentation includes educational records, TOEFL, Part C of the admissions application, and proof of financial support.
8. If you are interested in a joint degree program, applicants must apply separately to the College of Law and to the other Syracuse University graduate program. Joint degree applicants may have to take additional standardized tests, such as the GRE or GMAT. Application information and supporting documentation submitted to the College of Law will not be shared with or photocopied for other Syracuse University departments. In addition, joint degree candidates should be aware that consistent with Law School Admission Council policy, LSAT scores may be used for purposes of admission to law schools only. The College of Law and LSDAS will not report LSAT scores to other graduate departments. Candidates should request the Syracuse University graduate application form at <http://gradsch.syr.edu>
9. The deadline for receipt of ALL application materials is April 1 to be considered for admission in the fall semester of the same year. An application is complete and ready for review after the College of Law receives the LSDAS report from Law Services. Materials should be submitted through LSDAS no later than February 15 to enable LSDAS to compile and submit them to the College of Law before the April 1 deadline.
10. Students applying for financial aid must submit the Free Application for Federal Student Aid (FAFSA) by January, 2010. The College of Law financial aid application forms, and all supporting documents, must be submitted to the College of Law by February 15th. See financial aid application instruction form for more details on this process.
11. If you are interested in being considered for merit scholarships, provide a response to question 32a and 32b on the admissions application form.
12. It is your responsibility to make certain that all necessary materials and credentials are received by Law Services and the College of Law in a timely manner. You should retain for your records copies of all correspondence forwarded to Law Services and the College of Law, including your admission application forms, financial aid application forms, and all attachments and enclosures.

### Application Checklist

- Application forms, Parts A and B, dated and signed
- Answer questions 32a and 32b, for merit scholarship consideration
- Application form, Part C, if you are a non-resident alien
- Resume or employment history
- Personal Statement (include name and Social Security number)
- \$70 application fee, check or money order, made payable to Syracuse University
- Signed Certification Statement
- All Financial Aid application materials (by February, 15th)

13. For additional information contact, the Office of Admissions and Financial Aid by telephone at 315-443-1962 or by e-mail at [admissions@law.syr.edu](mailto:admissions@law.syr.edu)

The College of Law's web site is located at [www.law.syr.edu](http://www.law.syr.edu)

All applicants must complete this form. Refer to the instructions before completing.

1. Full legal name \_\_\_\_\_  
LAST NAME FIRST NAME MIDDLE INITIAL SUFFIX (i.e., JR)
2. Personal data  
 Female  Male
- 3a. Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_
- 3b. LSAC Account Number \_\_\_\_\_
4. Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ (see statement on inside back cover)  
MONTH DAY YEAR
- Office Use Only:  
 SUID: \_\_\_\_\_  
 Fee status:  S  W  I
5. Citizenship  U.S. citizen  Permanent resident  Nonresident alien
6. Country of Birth \_\_\_\_\_
7. Is English your native language?  Yes  No  
 If no, please indicate your native language: \_\_\_\_\_  
 In addition to your native language, please list languages in which you are fluent: \_\_\_\_\_
8. Race and Ethnic Background (see statement on the College of Law website)
- 8a. Are you Hispanic/Latino?  Yes  No  
 If Yes, please choose your background:  Mexican American  Puerto Rican  Other Hispanic/Latino
- 8b. What is your race? Please choose one or more:  
 American Indian or Alaska Native  Asian  Black or African American  
 Native Hawaiian or Pacific Islander  White
9. E-mail address \_\_\_\_\_
10. Permanent telephone with area code ( \_\_\_\_\_ ) \_\_\_\_\_
11. Permanent address \_\_\_\_\_  
STREET NUMBER AND NAME APARTMENT NUMBER  
CITY STATE COUNTRY ZIP CODE
12. Present telephone with area code ( \_\_\_\_\_ ) \_\_\_\_\_
13. Present mailing address \_\_\_\_\_  
STREET NUMBER AND NAME APARTMENT NUMBER  
CITY STATE COUNTRY ZIP CODE
14. Last date on which mail will reach you at this address. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
MONTH DAY YEAR
15. Application Category  
 First-year J.D. candidate  Transfer student, J.D. candidate  Visiting student, non-J.D. candidate
16. Indicate the date(s) you took the LSAT, or when you intend to take the LSAT. \_\_\_\_ / \_\_\_\_ ; \_\_\_\_ / \_\_\_\_ ; \_\_\_\_ / \_\_\_\_  
MONTH YEAR MONTH YEAR MONTH YEAR
17. Have you registered with LSDAS?  
 Yes, give date of your current registration with them. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
MONTH DAY YEAR  
 No, give date that you anticipate registering with them. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
MONTH DAY YEAR
18. Have you ever registered at any law school, taken any law classes on a matriculated or non-matriculated basis at a law school, or participated in any law school conditional acceptance program?  
 Yes  No  
 If yes, give dates and details on a separate page and include complete official transcript(s) for all prior law study.
19. Have you previously applied to Syracuse University College of Law?  
 Yes  No  
 If yes, give dates and details, including the decision, on a separate page.

20. Have you ever been censured for misconduct, subject to disciplinary action, or are any disciplinary charges pending or expected to be brought against you, for academic or other reasons (including academic or disciplinary probation, suspension, warning, or dismissal), in any educational institution you have attended or place of employment?

Yes  No

If yes, give dates and details, including the specific action, on a separate page or on an electronic attachment. See statements on final page of application. (Note: Misrepresentation may result in administrative sanctions. Refer to the certification statement in the focus book.)

21. Have you ever been arrested, charged with, convicted of, plead guilty to, or are you currently under indictment for any violation of law other than minor traffic violations? Note: Although a conviction may have been expunged from your record by an order of the court, it does not relieve you of the duty to disclose the matter on this statement. Misrepresentation may result in administrative sanctions. Refer to the certification statement in the focus book.

Yes  No

If yes, give dates and details, including the disposition of such charge, on a separate page or on an electronic attachment. See statements on final page of application.

22. Has your college, university, graduate school, or professional school course been interrupted for one or more terms for any reason?

Yes  No

If yes, give dates and details on a separate page or on an electronic attachment.

23. Have you ever been separated from any branch of the armed forces of the United States, the Peace Corps, or any other service organization under conditions other than honorable?

Yes  No

If yes, give dates and details on a separate page or on an electronic attachment.

24. List all colleges and universities attended, most recent first (other law schools must be listed here).

Attach additional page(s) if necessary.

Name \_\_\_\_\_ Dates attended: \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_  
MONTH YEAR MONTH YEAR

Date of Graduation: month/year \_\_\_\_ / \_\_\_\_ Degree Awarded \_\_\_\_\_ Major \_\_\_\_\_

Name \_\_\_\_\_ Dates attended: \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_  
MONTH YEAR MONTH YEAR

Date of Graduation: month/year \_\_\_\_ / \_\_\_\_ Degree Awarded \_\_\_\_\_ Major \_\_\_\_\_

Name \_\_\_\_\_ Dates attended: \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_  
MONTH YEAR MONTH YEAR

Date of Graduation: month/year \_\_\_\_ / \_\_\_\_ Degree Awarded \_\_\_\_\_ Major \_\_\_\_\_

25. On a separate page, provide a listing of any coursework you intend to complete prior to law school. This includes courses in your senior year of college or graduate coursework. If this coursework will be noted "in progress" on your transcript, please note this on a separate page. Include course number and title.

26. Which of the following factors prompted you to apply to Syracuse University College of Law? (please select all that apply):

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> ABA Official Guide to ABA Approved Law Schools                                 | <input type="checkbox"/> Current College of Law student                              | <input type="checkbox"/> Reputation of the College of Law               |
| <input type="checkbox"/> Candidate Referral Service mailing   | <input type="checkbox"/> Joint degree program availability                           | <input type="checkbox"/> Reputation of Syracuse University sports teams |
| <input type="checkbox"/> College of Law alumna/alumnus (please list name and graduation year, if known) | <input type="checkbox"/> Overall reputation of Syracuse University                   | <input type="checkbox"/> U.S. News and World Report                     |
|   | <input type="checkbox"/> Pre-Law Advisor or Professor                                | <input type="checkbox"/> Visit to the College of Law                    |
|   | <input type="checkbox"/> Publication such as <i>Princeton Review</i> or <i>VAULT</i> | <input type="checkbox"/> Other, please specify                          |

College of Law video

College of Law website

Recruiter at a law forum or college fair

27. Joint Degree Applicant (Refer to instruction item 9.)

J.D./Accounting (M.S. or Ph.D.)

J.D./Communications (M.S., M.A. or Ph.D.)

J.D./Management (M.B.A. or Ph.D.)

J.D./Public Administration (M.P.A. or Ph.D.)

J.D./Social Work (M.S.W.)

J.D./M.A. in International Relations

J.D./M.S. in Disability Studies

J.D./M.S. in Engineering and Computer Science

J.D./Ph.D. in \_\_\_\_\_

All applicants for admission must complete this form. This form must be typed or printed legibly.

Name \_\_\_\_\_  
LAST NAME FIRST NAME MIDDLE INITIAL SUFFIX (i.e., JR)

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

28. In what areas might you concentrate while in law school? Please rank (1 highest) your responses in the corresponding boxes for your top 3 choices.

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Civil Rights               | <input type="checkbox"/> Family Law                                 | <input type="checkbox"/> National Security and CounterTerrorism |
| <input type="checkbox"/> Communications Law         | <input type="checkbox"/> Indigenous Law, Governance and Citizenship | <input type="checkbox"/> Public Interest Law                    |
| <input type="checkbox"/> Corporate and Business Law | <input type="checkbox"/> Intellectual Property                      | <input type="checkbox"/> Real Estate Law                        |
| <input type="checkbox"/> Criminal Law               | <input type="checkbox"/> International Law                          | <input type="checkbox"/> Technology Law                         |
| <input type="checkbox"/> Disability Studies         | <input type="checkbox"/> Law and Economics                          | <input type="checkbox"/> Trial Practice                         |
| <input type="checkbox"/> Environmental Law          |   |   |

29. On a separate page, list the following information (a current resume may be used):

- scholastic honors received;
- extracurricular activities in college and your role in each;
- jobs and number of hours worked per week while in college (distinguish between school year and vacation employment); and
- positions you have held if you have worked after college, including employer, dates of employment, and reasons for leaving employment.

30. Please indicate as concisely as you can how your experiences, talents, and interests would add to the law school student body or would benefit the educational experiences of your law school classmates. Please consider topics such as; what has lead you to pursue a law degree, your involvement in campus or community activities, or your thoughts on a recent topic in the media. Your statement should be no more than two double-spaced pages in length and should include your full name on each page.

31. Are you interested in being considered for a merit scholarship?  Yes  No  
 If yes please provide a response to Question 32a and 32 b.

32. If you are interested in being considered for merit scholarships you are required to provide a response to the following two questions (32 a & b). Responses should be typed on a separate page and limited to no more than 500 words per question.

- Syracuse University is a member of the prestigious American Association of Universities (AAU). The AAU is comprised of sixty leading research universities in the United States. Within this group of outstanding institutions there are only seventeen private universities with law schools. Syracuse University is one of the seventeen private universities; SU College of Law is intellectually and physically embedded within Syracuse University. Studying law at an elite research university provides advantages and educational opportunities that are not readily available at other private institutions. Many of these benefits are tangible in specific program opportunities, and other benefits are intangible as in the value of the intellectual environment of a major research institution, and in the name recognition it brings to one's degree.  
 With limited scholarship resources available, only some admittees will be offered a scholarship. If you were the person responsible for selecting scholarship recipients for the entering class, what factors would you use to determine who would be offered a scholarship?
- Syracuse University College of Law has dedicated alumni who have generously donated to our scholarship fund. What responsibilities do you think scholarship recipients have to their law schools during the time they are enrolled as students and upon graduation as alumni?

- 33. List the name, position, and business address of each individual you have asked to provide a letter of recommendation on your behalf. Please note: Syracuse University College of Law recommends that applicants submit letters of recommendation through the LSAC Letter of Recommendation Service. Refer to the LSAT & LSDAS Registration Information Book for details.

Letters of recommendation received directly from your recommendation writers will also be accepted.

Name \_\_\_\_\_ Position \_\_\_\_\_

Address \_\_\_\_\_

Professor       Advisor       Employer/Supervisor       Other \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Address \_\_\_\_\_

Professor       Advisor       Employer/Supervisor       Other \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Address \_\_\_\_\_

Professor       Advisor       Employer/Supervisor       Other \_\_\_\_\_

**Certification Statement**

It is the policy of Syracuse University not to discriminate on the basis of race, creed, color, sex, national origin, religion, marital status, age, disability, sexual orientation, status as a disabled veteran, or as a veteran of the Vietnam Era in its educational programs, admissions policies, employment practices, and other University-administered programs. Further information regarding this policy is set out in the statement of nondiscrimination on the inside back cover of the focus book. Applicants should consult the statement of nondiscrimination before completing this form.

Applicants answering “yes” to question 20 and/or 21 are strongly encouraged, depending on individual circumstances, to check with the state bar examiner’s office of the states in which they intend to practice law, regarding character and fitness for admission to the bar.

I understand that all information submitted to the College of Law Admissions Office as a part of my application for admission will be used to evaluate my candidacy to the College of Law only. No documents from my application file will be copied or forwarded to other departments or individuals, including myself.

By signing this application or transmitting it electronically, I certify that the information I have provided in this application and in any related materials is true and complete. I accept responsibility to promptly notify Syracuse University College of Law in writing of any change in the information that I have provided in this application from the time of application to the time of matriculation, and continuously during my enrollment, through graduation. I certify that I am the author of the statements and/or additional information included with this application. I understand that the statements made herein are the basis upon which my application will be decided. I also understand that any misrepresentation can result in administrative sanctions and be cause for denial or cancellation of admission, removal from the program if matriculated, and additional sanctions by the bar of any jurisdiction during their investigation of character and fitness for the practice of law.

Signature \_\_\_\_\_ Date \_\_\_\_\_





**To the applicant:**

Do NOT use this form if you are submitting letters of recommendation through the LSAC Letter of Recommendation Service. Refer to the LSAT & LSDAS Registration Information Book for details.

If you choose not to use the LSAC Letter of Recommendation Service, follow the instructions outlined below.

This form must be typed or printed legibly.

This form should be given to an individual under whom you have studied or worked and who is able to comment on your qualifications for law school. Please fill in the upper portion of this side. Have each recommender return this form directly to Syracuse University College of Law.

Your name (as listed on the application)

\_\_\_\_\_  
 LAST NAME FIRST NAME MIDDLE INITIAL

Your Address (as listed on the application)

\_\_\_\_\_  
 STREET NUMBER AND NAME APARTMENT NUMBER

\_\_\_\_\_  
 CITY STATE ZIP CODE

LSAC Account Number \_\_\_\_\_

The Family Education Rights and Privacy Act of 1974, as amended, provides an applicant with a right of future access to the contents of this recommendation once the applicant is enrolled as a student in this institution. The Act also allows an applicant to waive the right of future access, but prohibits a school from requiring an applicant to waive this right as a condition either of admission or review and evaluation of application for admission. I have read and understand this statement of the federal law governing my right of access to this recommendation form.

- I have retained my right to access this recommendation.
- I have waived my right to access this recommendation.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Name of recommender \_\_\_\_\_

**To the recommender:**

Please give your appraisal of the applicant in terms of the qualities listed below. Rate the applicant in comparison with others applying for law school whom you have known.

Characteristic	Outstanding Top 5%	Unusual Top 10%	Good Top 25%	Above Average Top 40%	Average Mid 20%	Below Average Low 40%	Unable to Estimate
Intelligence							
Independence of Thought							
Oral Communications							
Written Communications							
Initiative and Motivation							
Leadership							
Judgment and Maturity							

**To the recommender:**

Please provide a narrative description of the applicant's qualifications for law school. In this regard, please include a candid assessment of how this applicant compares to others whom you have taught or with whom you have worked. Please type below or attach a separate letter on official letterhead to completed form.

Name of recommender (type or print legibly)

\_\_\_\_\_  
LAST NAME

\_\_\_\_\_  
FIRST NAME

\_\_\_\_\_  
MIDDLE INITIAL

Address \_\_\_\_\_

Professor     Advisor     Employer/Supervisor     Other \_\_\_\_\_

Position \_\_\_\_\_

Telephone with area code ( \_\_\_\_\_ ) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Return this recommendation to Syracuse University College of Law, Office of Admissions and Financial Aid,  
Syracuse NY 13244-1030. Thank you.

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\_\_\_\_\_  
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\_\_\_\_\_  
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Leadership							
Judgment and Maturity							

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\_\_\_\_\_  
LAST NAME

\_\_\_\_\_  
FIRST NAME

\_\_\_\_\_  
MIDDLE INITIAL

Address \_\_\_\_\_

Professor     Advisor     Employer/Supervisor     Other \_\_\_\_\_

Position \_\_\_\_\_

Telephone with area code ( \_\_\_\_\_ ) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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LAST NAME FIRST NAME MIDDLE INITIAL

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Oral Communications							
Written Communications							
Initiative and Motivation							
Leadership							
Judgment and Maturity							

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\_\_\_\_\_  
LAST NAME FIRST NAME MIDDLE INITIAL

Address \_\_\_\_\_

Professor     Advisor     Employer/Supervisor     Other \_\_\_\_\_

Position \_\_\_\_\_

Telephone with area code ( \_\_\_\_\_ ) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Return this recommendation to Syracuse University College of Law, Office of Admissions and Financial Aid, Syracuse NY 13244-1030. Thank you.