



**University
of San Diego
School of Law
GRADUATE PROGRAMS**

application for admission

APPLICATION FOR ADMISSION

Application Instructions

We prefer to accept applications that have been prepared using the Law School Admission Council's LSAC credential evaluation and reporting service for LL.M degrees. This credential service is solely for graduates of international universities or law schools who wish to obtain a master of laws (LL.M.) degree from a law school in the United States. This service will allow you to use your computer to efficiently fill out your application. You can print out your completed application and send it directly to this law school at the address indicated, or you can use the service, which is accessible via of the law school's website (www.law.sandiego.edu), to electronically transmit your law school application to LSAC. LSAC will then send both printed and electronic versions of your application to our office.

Applications submitted to LSAC for transmission to this law school will be considered postmarked on the day they are electronically submitted.

We believe that this service offers a distinct advantage to all applicants, since it eliminates the need to authenticate official documents multiple times, and it facilitates a speedy and accurate processing of the application. However, in consideration for those students for whom this might represent a financial burden, we continue to recommend usage of the service, but we do not require it.

If you are unable to complete an electronic application you can find a paper version in the pages that follow these instructions or in PDF format on our website. The application needs to be complete, accurate and signed by the applicant. Submit the application and application fee to:

University of San Diego School of Law
Graduate Programs Office—Warren Hall 207
5998 Alcalá Park
San Diego, CA 92110-2492
Phone: 619-260-4596
Fax: 619-260-4515

PHOTOCOPIES

Applicants should keep a copy of all materials submitted to the Graduate Programs Office. Once original transcripts and materials are received, they cannot be returned.

APPLICATION FEE

Applicants applying electronically are required to pay a nonrefundable application fee of \$50 with their electronic application by credit card through LSAC. Applicants who apply on paper must pay their application fee by check or money order. Applicants who are unable to pay the \$50 application fee need to submit a written request for a fee waiver at the time they file their application for admission.

TRANSCRIPTS AND CLASS RANK

An official transcript from each law school attended is required and must be sent directly to us from your school's registrar. Please include a description of the law school's grading policies with your application. In countries where an official transcript of law school work is not provided by the university, but is instead given to the students, the applicant must certify that the photocopy is a true and correct copy of the original document.

An official class rank, or an official approximation of class standing is also required of all applicants. If your law school does not rank its students, we must have notice of such in writing.

Applicants who attended law school outside of the United States must provide English translations for all documents submitted with their applications. Proof of the conferral of the applicant's law school degree is required before matriculation in the graduate program is allowed.

LETTER OF RECOMMENDATION

At least one letter of recommendation is required from either a professor or an attorney familiar with the applicant's ability and can be sent with the application. Also, the letters of recommendation can be submitted through the LSAC service. The letters will be forwarded with the applicant's LSAC report.

TEST OF ENGLISH AS A FOREIGN LANGUAGE (TOEFL)

Foreign law graduates seeking admission must also request that Educational Testing Services submit directly to us an official report of their score on the Test of English as a Foreign Language (TOEFL). Our Institutional Code is 4849, and our Department Code is 03.

Deadlines

Priority deadlines for all programs are as follows:

Fall Admission: File complete by July 1

Spring Admission: File complete by December 1

Summer Admission: File complete by May 1

Applications for admission may still be considered after the priority deadlines.

Interested applicants should call the Graduate Programs Office to determine whether the deadlines have been extended.

RIGHT TO ALTER OR AMEND REQUIREMENTS FOR ADMISSION

The School of Law reserves the right to alter or amend the requirements for admission in any manner which the Dean and faculty deem necessary and proper.

APPLICATION FOR ADMISSION TO LL.M. PROGRAMS

University of San Diego School of Law Graduate Programs Office—Warren Hall 207

5998 ALCALÁ PARK, SAN DIEGO, CA 92110-2492

E-MAIL: LLMINFO@SANDIEGO.EDU

WEBSITE: WWW.LAW.SANDIEGO.EDU

1. Program (check only one):

LL.M. in Business and Corporate Law

LL.M. in Comparative Law (for International Lawyers)

LL.M. in International Law

LL.M. in Taxation

Diploma in Taxation

LL.M. (as approved) with concentration in _____

(please specify)

2. Entering Status:

New: Fall/Spring/Summer (circle one) 20____

Transfer: Fall/Spring/Summer (circle one) 20____

Visitor: Fall/Spring/Summer (circle one) 20____

Reapplication: Year previously applied _____

3. Enrollment Status:

Full-Time

Part-Time

4. Name: Mr./Ms./Dr. (circle one)

Last First Middle

Name on previous academic records if different from above: _____

5. Mailing Address: (valid until _____)

Number and Street

City, State, Zip

Country

() ()

Home Phone Business Phone

()

Fax Number

E-mail Address

Permanent Address:

Number and Street

City, State, Zip

Country

() ()

Home Phone Business Phone

()

Fax Number

E-mail Address

6. Social Security Number: _____ - _____ - _____

7. Birthdate: _____ / _____ / _____
Month Day Year

8. Birthplace: _____ / _____
City State/Country

9. Citizenship:

U.S. Citizen

U.S. Permanent Resident But Not Citizen

Non-Resident Alien: List visa type: _____ Country of Citizenship: _____

Will you be obtaining a student visa (F-1)? Yes No Country of legal permanent residency? _____

10. Personal Data (Optional): Female Male

11. LSAT (not necessary for LL.M. in Comparative Law applicants):

Please list date(s) taken and score(s): _____

12. For applicants to the Comparative Law Program only:

If English is not your native language, USD requires the Test of English as a Foreign Language (TOEFL) as proof of your proficiency in English. To apply for this test, write directly to: Educational Testing Service, TOEFL/TSE Services, P.O. Box 6151, Princeton, NJ 08541-6151, USA or call 609-771-7100. The Internet address for TOEFL is www.toefl.org.

TOEFL: please list date(s) taken and score(s): _____

PLEASE DO NOT WRITE IN THIS SPACE

CK# _____ Fee _____ Date _____ Initial _____ DEC _____ Date _____

DIPT _____ LLMB _____ LLCM _____ LLMG _____ LLMI _____ LLMT _____ TERM _____ P/T _____ F/T _____

13. Please list all colleges, universities and law schools attended: (if additional space is needed, attach a separate page.)

University/City, State, Country	Attendance Dates—Mo./Yr.	Major	Degree	Date Received or Expected
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

14. Please list all law school honors and activities:

15. How did you hear about the LL.M. Program at USD?

If from an alumnus or a faculty member, please identify the individual:

Name		Title		
Address				
City	State	Zip	Country	

16. Are you currently enrolled at the University of San Diego? Yes No

17. Have you ever been subject to academic or disciplinary action (e.g., probation, suspension, dismissal, warnings, invitation to withdraw) from any institution attended? Yes* No

18. Have you ever been convicted of a misdemeanor or felony? As used herein, a conviction includes a plea of guilty or *nolo contendere*, or a verdict or finding of guilt, regardless of whether sentence is imposed by a court. Yes* No

19. If you were in the military service, were you ever convicted by General Court Martial or did you receive a dishonorable discharge? Yes* No

20. If you are or were a member of the bar, have you ever been disciplined formally or informally? Yes* No

**If you answered "yes" to questions 17, 18, 19 or 20, you must submit an explanation on a separate page.*

21. Employment Data: Please attach a current resumé or a list of employers.

Current Employer Address: _____

22. If you are admitted to the practice of law, indicate which jurisdiction(s) and date(s) of admission:

23. Please submit a brief personal statement addressing:

- A) The nature and extent of your legal and related practice in taxation and probate (for those seeking admission to the Taxation Program), business and corporate law (for those seeking admission to the Business and Corporate Law Program), international law (for those seeking admission to the International Law Program), or general practice experience (for those seeking admission to the Comparative Law Program or to the other graduate programs);
- B) other related professional experience you may have;
- C) uses you plan to make of your graduate law degree; and
- D) any additional information you deem important.

24. USD Policy of Nondiscrimination

The University prohibits discrimination against current or prospective students and employees on the basis of race, color, sex, religion, national origin, age, disability, sexual orientation, or any other legally protected characteristic. The University does not by this non-discrimination statement disclaim any right it might otherwise have to maintain its commitment to its Catholic identity or the doctrines of the Catholic Church.

I certify that I have read all of the information contained in this application and all of the supplemental materials I submit, and that I have answered all questions fully and frankly. I understand that any false or misleading statement may disqualify my application or terminate my studies at USD. I understand that the application fee is nonrefundable. I acknowledge that I have read, understand and agree to comply with the USD School of Law requirements and rules. I further understand that submitted records and documents will not be photocopied by the Graduate Programs Office for any purpose, and cannot be returned.

Signed _____ Date _____

Failure to disclose an act or event such as described in questions 17, 18, 19 or 20, failure to provide truthful answers or failure to inform the Graduate Programs Office of any changes to your answers may result in revocation of admission.