

Application Procedures



An application is considered complete when the Office of Admissions & Financial Aid receives the following items postmarked no later than February 15*

Application — We strongly recommend applicants access, complete, and submit the application form electronically through the Law School Admission Council (LSAC) website at www.lsac.org.

Alternatively, applicants may submit their applications directly to the Office of Admissions & Financial Aid. Please email lawadm@uw.edu to request an application form. If the application is not submitted electronically, please send all application materials and application fee to:

**UW School of Law
Office of Admissions & Financial Aid
William H. Gates Hall, Box 353020
Seattle, WA 98195-3020.**

Résumé — Please provide a résumé detailing any significant vocational, non-vocational, extracurricular or community activities, volunteer work, honors, awards, any service in the Armed Forces, job descriptions and major areas of responsibility along with dates of employment (mm/yyyy) and the number of hours per week devoted to such activities, publications, or other information that you believe the University of Washington School of Law should consider in evaluating your application. Also please include details as to any foreign language proficiencies you possess including the level of ability with regard to speaking, comprehension, reading, and writing.

Your résumé may not exceed three (3) typewritten pages.

Personal Statement — At the University of Washington School of Law, the primary goal of the admissions process is to enroll students who demonstrate outstanding academic and professional promise and whose background and experience will enhance the diversity of the student body, thereby enriching the law school education environment. An applicant will be regarded as potentially contributing to student diversity if his or her background or experience would not ordinarily be well represented in the student body. Applicants are invited to describe factors that indicate diversity and other aspects of their backgrounds that would benefit the diversity of the law school community.

Please limit your response to 700 words or less.

\$60 Application Fee — Checks should be made payable to the University of Washington School of Law. Be certain to write your Social Security or LSAC identification number on the check. Please note that if you are submitting your application through LSAC, the application fee will be collected at that time.

Credential Assembly Service report — The Credential Assembly Service (CAS) report will include: (1) the applicant's transcript(s) from each institution of higher education prior to obtaining your bachelor's degree; (2) Law School Admission Test (LSAT) score(s) and; any letter(s) of recommendation. It is the applicant's responsibility to ensure that LSAC has received all necessary materials to complete the CAS file. You are advised to confirm that your CAS file is complete; LSAC will not send the law school a CAS report until then.

Letter(s) of Recommendation/Evaluations — Letters of recommendation are optional. If you intend to submit letters, we require that you use LSAC's Letter of Recommendation service and limit the number of letters of recommendation to two (2) letters. Similarly, if you intend to submit evaluations, we require that you use LSAC's Evaluation Service and limit the number also to two (2) evaluations. Please note that the recommenders and the evaluators do not need to be the same individuals. Letter(s) of recommendation can in some cases have a significant effect on the admission decision. The strongest recommendations are those submitted by a professor who knows your work well and can give a well-substantiated assessment of your academic potential. For applicants who have been out of school for some time, professional recommendations are appropriate. On the other hand, LSAC's Evaluation Service includes ratings of thirty (30) individual attributes and skills in six (6) categories, including; intellectual skill; personal qualities; integrity and honesty; communication; task management; and working with others. The evaluations are an adjunct to letters of recommendation and will assist the admissions committee in assessing an applicant's candidacy for admissions.

NOTE: all records become part of the official file. They will not be returned or duplicated.

***If you intend to apply for the Gates Public Service Law Scholarship, you must submit both your J.D. application AND your Gates Public Service Law Scholarship application by JANUARY 15. There are no exceptions.**

Policies for J.D. Admissions

In order to be considered for admissions, applicants must follow the procedures outlined in the J.D. Application Procedures, register with the Law School Admission Council (LSAC), take the Law School Admission Test (LSAT), and demonstrate that they have earned a baccalaureate degree from a regionally accredited U.S. or Canadian college or university, or the foreign equivalent whose program has been deemed comparable to that of a four-year baccalaureate degree, prior to registering for the first academic quarter at the School of Law.

No specified set of undergraduate courses or major is required for admission. However, students should design an undergraduate program that enables them to develop certain skills: facility in reading, writing, and speaking the English language; a critical understanding of human values and institutions; and mastery of the ability to reason creatively and logically. Most colleges have advisors to help students decide how best to accomplish these ends. For additional information, see *ABA-LSAC Official Guide to ABA-Approved Law School*, published by the Law School Admission Council and the American Bar Association Section of Legal Education and Admissions to the Bar. The University of Washington School of Law supports the suggestions on pre-law study given in the *Guide*.

LSAT and CAS

All first-year applicants must take the Law School Admission Test (LSAT) no later than the February administration immediately prior to the application deadline. Scores are accepted for tests administered within the last three (3) years. If an applicant has two or more scores on the same score scale, the Law School will use the average of an applicant's scores.

Each applicant is also required to register for the Credential Assembly Service (CAS). Official copies of undergraduate transcripts should be received by LSAC no later than February 1 to be sure a CAS report is received by the law school's deadline for completion of the application file. Registration information for both the LSAT and CAS are available at LSAC.org.

Foreign Applicants

Foreign applicants who have earned a baccalaureate degree and are proficient in English are eligible to apply. Applicants who completed all of their undergraduate work at colleges outside of the US, its territories, or Canada must use the CAS and submit their international transcripts to LSAC.

Decision Notification

We begin accepting applications in October. Admissions decisions are made on a rolling basis from October 1 through April 1. If you are accepted, you will be required to make a \$500 deposit by May 1 to reserve your place in the class.

Withdrawal of Admission

The School of Law reserves the right to rescind an offer of admission if the candidate fails to maintain satisfactory scholastic standing for work in progress, if final records fail to show completion of courses and/or degrees required for admission, or if the admission decision was based on incomplete or inaccurate information furnished by the applicant.

Deferral of Admission

Deferrals are considered on a case-by-case basis for one year only (or two years for students participating in the Peace Corps or Teach for America). Requests for deferral must be submitted in writing to the Director of Admissions & Financial Aid.

Reapplication Procedure

Candidates who reapply for first year admission must comply with the application procedures for the current application period. Applicants who reapply within two (2) years may request that letters of recommendation from a previous application to the School of Law be included in their new file.

Applicants for Transfer or Non-Degree Status

A student who has completed at least one (1) year at a member school of the Association of American Law Schools (AALS) may apply to the law school for admissions with advanced standing with credit for no more than one (1) year of such work. A student who has completed or expects to complete at least two (2) years of work at a member school of the AALS and who expects to graduate from that school may apply to the law school for admission as a non-degree candidate.

Interviews

Prospective applicants may visit the school and meet with the admissions staff to answer any questions they may have. A formal interview, however, is not part of the admission process. We are happy to discuss our policies and procedures with applicants or prospective applicants, but these discussions do not affect the admission decision.

Washington State Residency

The Registrar's Office administers Residence Classification for the University of Washington. When requesting a change in residence status, first, you must prove either financial independence or prove financial dependence on a resident of Washington State. Second, you must prove that you have lived in this state for a minimum of twelve (12) consecutive months prior to the beginning of the quarter of application for residency. Third, you must show that you established "ties" to the state in the form of a Washington driver's license, vehicle registration, evidence of a local bank account, and voter registration also twelve (12) months prior to the beginning of the quarter of application for residency. For more information contact Residence Classification at resquest@uw.edu or (206)543-5932.

CRIMINAL CONVICTIONS

Applicants who have been convicted of a felony or other serious crime are still eligible for admission to the University of Washington School of Law; however, because state bar associations often prohibit persons with criminal records from being admitted to the bar regardless of their degrees or training, it may be impossible for such individuals to practice in some states. Persons who have been arrested or convicted for any crime are strongly urged to inquire directly of the bar association in the jurisdiction in which they intend to practice, before applying to law school.

CHARACTER AND MORAL FITNESS

Applicants who intend to practice law should be aware that admission to the bar in all states involves character, fitness, and other qualifications. Applicants are encouraged to determine what those requirements are in the state(s) in which they intend to practice by consulting the website of the National Conference of Bar Examiners.

Application for Admission to Juris Doctor Program



The application and \$60 non-refundable application fee must be submitted via the LSAC Electronic Application by **February 15**. If you are mailing a printed PDF application, it must be postmarked by **February 15**. Checks or money orders should be made payable to **The University of Washington School of Law**. The due date for Transfer/Non-Degree applicants is **July 15**.

Program: Incoming First-Year Transfer Non-Degree (Visitor)

Yes No Have you applied to UW School of Law before? *If yes, then for which entering year?* 20_____

Yes No Are you applying for a concurrent degree program?
If yes, which concurrent degree program are you applying to? _____

Financial Aid: For information on how to apply for financial aid, please visit our website at: <http://law.washington.edu/admissions>.
The priority deadline for completing the FAFSA is **February 28**.

Personal Information

Social Security Number: _____ LSAC Account Number: L _____

*NOTE: The Law School asks for your Social Security Number or LSAC Number because LSAC tracks you by that number.
Without this number, the Law School will be unable to obtain your LSAC information.

Name Preferred title First Middle Last Suffix

Previous name (if different from above): _____

Date of Birth: _____ MM/DD/YYYY E-mail Address: _____

Daytime Phone: _____ Evening Phone: _____ Cell Phone: _____

Current Mailing Address

Street 1

Street 2

City State Zip

Country (if other than USA) Address valid through (mm/dd/yyyy)

Permanent Mailing Address Same as current mailing address

Street 1

Street 2

City State Zip

Country (if other than USA) Address valid through (mm/dd/yyyy)

Citizenship & Residency — Birthplace

City: _____ State: _____ Country (if other than USA): _____

Citizenship

What is your Citizenship status?

U.S. Citizen U.S. Permanent Resident

Country of permanent residency: _____

Other Non-citizen

Country of citizenship: _____

What visa type do you hold or expect to hold: F-1 J-1 Other: _____

Approximate date visa issued: _____

Residency

Yes No Are you a resident of Washington State? *If yes, you must include dates of your most recent continuous residence in Washington State.*

From MM/YYYY to Present MM/YYYY

Military

Yes No Have you served or are you now serving on full-time, active US military duty?

From MM/YYYY to Present MM/YYYY

Rank: _____ Branch: _____

Expected military Reserve or National Guard status during law school: _____

Discharge Type: _____

Yes No Have you ever been separated from any branch of the US armed forces under less than honorable conditions?

If yes, please explain fully on a separate sheet of paper.

Academic Background

Yes No Have you previously enrolled at the University of Washington?

If yes, beginning when? Fall Winter Spring Summer 20____

Yes No Have you previously enrolled at any law school prior to your application?

Yes No Did you leave the law school in good standing?

Yes No Has your education in college, university, or professional school been interrupted for one term or more for any reason?

If yes, please explain fully on a separate sheet of paper.

Please list the names of all **colleges and universities** attended (include law schools), with the most recent first.

If you require additional space, please include the information on a separate sheet of paper.

School 1

NAME OF SCHOOL		DATES ATTENDED		MM/YYYY
LOCATION		CITY		STATE
DEGREE	DATE DEGREE CONFERRED/EXPECTED	MM/YYYY	MAJOR(S)	

School 2

NAME OF SCHOOL		DATES ATTENDED		MM/YYYY
LOCATION		CITY		STATE
DEGREE	DATE DEGREE CONFERRED/EXPECTED	MM/YYYY	MAJOR(S)	

School 3

NAME OF SCHOOL		DATES ATTENDED		MM/YYYY
LOCATION		CITY		STATE
DEGREE	DATE DEGREE CONFERRED/EXPECTED	MM/YYYY	MAJOR(S)	

School 4

NAME OF SCHOOL		DATES ATTENDED		MM/YYYY
LOCATION		CITY		STATE
DEGREE	DATE DEGREE CONFERRED/EXPECTED	MM/YYYY	MAJOR(S)	

School 5

NAME OF SCHOOL		DATES ATTENDED		MM/YYYY
LOCATION		CITY		STATE
DEGREE	DATE DEGREE CONFERRED/EXPECTED	MM/YYYY	MAJOR(S)	

LSAT

Yes No Do you have an LSAT score on file? Dates taken MM/YYYY , MM/YYYY , MM/YYYY

Yes No Do you plan to take a future LSAT? If yes, please list the next LSAT you intend to take: _____

Résumé

Please provide a résumé detailing any significant vocational, non-vocational, extracurricular or community activities, volunteer work, honors, awards, any service in the Armed Forces, job descriptions and major areas of responsibility along with dates of employment (mm/yyyy) and the number of hours per week devoted to such activities, publications, or other information that you believe the University of Washington School of Law should consider in evaluating your application. Also please include details as to any foreign language proficiencies you possess including the level of ability with regard to speaking, comprehension, reading and writing.

Your résumé may not exceed three (3) typewritten pages.

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Personal Statement

At the University of Washington School of Law, the primary goal of the admissions process is to enroll students who demonstrate outstanding academic and professional promise and whose background and experience will enhance the diversity of the student body, thereby enriching the law school educational environment. An applicant will be regarded as potentially contributing to student diversity if his or her background or experience would not ordinarily be well represented in the student body. Factors that indicate this diversity include, but are not limited to, the following: persevering against substantial obstacles such as economic disadvantage, family or personal adversity or other social hardships, disability, prejudice or discrimination; having lived in a foreign country or spoken a language other than English at home; career goals (with particular attention paid to the applicant's commitment to public service); employment history; educational background (including graduate study); evidence of an potential for leadership (perhaps demonstrated by extracurricular, school, civic, or community service achievement); special talents or unique life experiences; or geographic diversity. Applicants are invited to describe these and other aspects of their backgrounds that would enhance the diversity and the intellectual vibrancy of the law school community. Applicants are also welcome to explain why they want to attend law school, and the University of Washington School of Law in particular.

Please limit your response to 700 words.

Misconduct / Academic Sanction

Yes No Have you ever been subject to dismissal, expulsion, suspension, probation, or other disciplinary or academic sanction by any college, university, or professional school?

Yes No Have you ever been convicted, either as an adult or a juvenile whether expunged or not, of a felony or a misdemeanor, or is any such charge now pending against you?

If the answer to either question is "yes," please explain fully on a separate sheet of paper. Note: for criminal matters, the entry of an expungement or sealing order does not relieve you of the duty to disclose the matter. You may indicate the existence of such an order in your explanation. Moreover, it is the applicant's duty to notify the Office of Admissions & Financial Aid of any circumstances that may have occurred from the date the application is submitted to the first day of classes that change the initial response to either of the above questions.

Optional Information

The following information requested is voluntary and optional and will not be used in the admission review process. It will be kept confidential.

- Yes No Do you identify with the LGBT community?
- Yes No May your name, address, telephone number, and e-mail be released to student organizations for the purpose of sharing with you information about their organizations and the law school?

Gender

The UW School of Law recognizes that gender identity falls along a continuum. The University, however, is required to report gender as either male or female. Please select one of the three options below:

- Male Female I choose not to respond

Race/Ethnicity

The UW School of Law is required by the U.S. Department of Education to report to federal and state agencies the racial and ethnic composition of enrolled students. Therefore, we ask that you answer the following questions about your racial and ethnic identity.

1. Are you of Hispanic/Latino origin?
- Yes No I choose not to respond
2. Regardless of your answer to Question 1, please check one or more of the following groups in which you consider yourself to be a member:
- | | |
|--|---|
| <input type="radio"/> American Indian _____ tribe/Alaskan Native | <input type="radio"/> White |
| <input type="radio"/> Asian American Please specify: _____ | <input type="radio"/> Two or more races |
| <input type="radio"/> Black/African American | <input type="radio"/> Other: _____ |
| <input type="radio"/> Native Hawaiian/Other Pacific Islander | <input type="radio"/> I choose not to respond |

Specialties/Areas of Interest

Please select (one or more) area of study that you are most interested in:

- | | | | |
|---|---|------------------------------------|--------------------------------------|
| <input type="radio"/> Asian Law | <input type="radio"/> Business Law | <input type="radio"/> Civil Rights | <input type="radio"/> Criminal Law |
| <input type="radio"/> Dispute Resolution | <input type="radio"/> Environmental Law | <input type="radio"/> Health Law | <input type="radio"/> Indian Law |
| <input type="radio"/> Intellectual Property | <input type="radio"/> International and Comparative Law | <input type="radio"/> Litigation | <input type="radio"/> Public Service |

How did you learn about The University of Washington School of Law?

- Reputation Location Recruiting Event ABA-LSAC Official Guide to ABA-Approved Law Schools
- Online Research Other: _____

Applicant Certification

By signing this application or by submitting it electronically, I acknowledge that failure to provide complete and accurate information in this application or commission of any deceptive or fraudulent conduct relating to the administration of the LSAT or the submission of admission documents may result in denial of this application or dismissal from the University of Washington School of Law. I understand that it is my duty to notify the Office of Admissions & Financial Aid of any circumstances that may occur that change any of the responses of this application.

Signature of Applicant (Required)

Date of Application

MAIL TO: Office of Admissions & Financial Aid
University of Washington School of Law
William H. Gates Hall, Box 353020
Seattle, WA 98195-3020