

# ELONLAW

Greensboro, North Carolina



Admissions and Financial Aid  
Information & Application  
for Transfer Students

# APPLYING TO THE ELON UNIVERSITY SCHOOL OF LAW

## A WORD ABOUT THE OFFICE OF PROFESSIONAL RECRUITMENT, DEVELOPMENT AND PLACEMENT

Elon University has created a School of Law in which students and faculty are fully and constructively engaged in the optimum development of each student's knowledge, skill and personal attributes, and in the improvement of our system of justice. To help realize that vision, Elon University School of Law does not have separate offices of admissions and placement. Rather, Elon has a single Office of Professional Recruitment, Development and Placement. The goal of this office is to facilitate a seamless process in which Elon faculty, staff and students work together to discover, develop and release their creative potential to help make the world a better place. Those with primary responsibility for recruitment and admission of law students will continue to work with faculty, coaches and other members of the Recruitment, Development and Placement team in helping Elon law students become the best lawyers they can be, in the places they will be of greatest and most rewarding service. Because achievement of Elon's educational mission mandates that its School of Law be relatively small, it is unlikely that all of the very well-qualified applicants who apply to Elon Law can be accepted for admission. Nevertheless, the school endeavors to communicate that it is honored by each application it receives and is enthused to be part of the legal profession, a vibrant network of individuals and institutions drawn together by their interests and values to maintain and continuously improve the justice system and to help others within the context of that system. The time spent preparing and submitting applications to join the legal profession is profoundly important. Elon Law appreciates your consideration of it as your portal to the legal profession and encourages you to prepare all of your law school applications thoughtfully and forthrightly.

## ADMISSION POLICY

The School of Law enrolled a highly talented and diverse charter class of 115 students in fall 2006. The school will evaluate applicants for future classes on their potential for academic success and professional growth, focusing on their demonstrated achievement, aptitude for the study and practice of law, and interest in civic engagement and leadership. Because the school offers an exceptional academic program, admission is very competitive.

## GENERAL ADMISSION PROCEDURES

To be considered for admission, applicants must follow this procedure:

**1. Application and Fee.** The applicant must submit a law school application, along with the \$50.00 application fee. This fee is not refundable and is not credited toward other fees in the event of admission.

**2. Law School Admission Test (LSAT).** Each applicant must take the Law School Admission Test (LSAT), which is administered by the Law School Admission Council (LSAC). An LSDAS Law School Report will be requested by the School of Law. The results of a test taken more than five years prior to the date for which the applicant seeks admission will not be considered in the absence of unusual circumstances. Applicants may contact LSAC at (215) 968-1001 or [www.lsac.org](http://www.lsac.org).

The Elon University School of Law LSAC code number is 5500.

**3. Law School Data Assembly Service (LSDAS).** Each applicant must register with the Law School Data Assembly Service (LSDAS), so that Elon Law will receive a current Law School Report. It is the applicant's responsibility to meet all of LSAC's requirements and to ensure that Elon Law receives a completed LSDAS report.

**4. Résumé.** Applicants who have a résumé should include it with their application. However, even if a résumé is submitted, the applicant must respond to all questions on the application.

**5. Letters of Recommendation.** The applicant must provide at least two (2) letters of recommendation. It is recommended that these letters be forwarded to LSDAS, which will then forward them to the School of Law. However, a letter may be sent directly to the School of Law when it addresses an applicant's fitness for Elon's particular program.

The School of Law will attempt to notify an applicant if a required item is missing from the application file. However, the applicant remains ultimately responsible for ensuring that the application file is completed in a timely fashion.

Applicants should retain copies of their law school applications, since many state boards of law examiners request copies of applications.

All materials submitted in support of an application become the property of the law school.

## REGULAR DECISION – ROLLING ADMISSION OPTION

Under this option, applicants will be considered and admission decisions made periodically throughout the year. Those applicants who select the Regular

Decision-Rolling Admission option, who do not select an option, or who applied Early Decision but did not fulfill its requirements or whose decision was deferred, will be considered under the Regular Decision-Rolling Admission option. Applications will be accepted and considered as long as positions are available in the class. However, applicants are encouraged to apply at the earliest possible date, as the admissions process becomes more competitive as additional applications are received and the number of available positions decreases. Applicants admitted under the Regular Decision-Rolling Admission option must submit a non-refundable deposit of \$200 by April 1, or within 2 weeks of their admission, whichever is later. A second \$400 non-refundable deposit must then be submitted by June 1. These deposits will be credited toward fall semester tuition.

## EARLY DECISION OPTION

The Early Decision option is available for prospective students who, after careful consideration of their future plans and a thorough investigation of a variety of law schools, have concluded that Elon University School of Law will provide them with the legal education that best fulfills their needs and expectations. Applicants who are certain that Elon Law is their first-choice institution are encouraged to apply as Early Decision candidates.

Early Decision candidates must submit their applications by November 15, and all items necessary for completion of the application must be received by December 1. Only completed applications are considered for admission. An application is considered complete when all required documents, including the application form, the application fee, an LSDAS report, and two letters of recommendation, have been received by the school. Early Decision candidates must take the LSAT no later than the October test date to be considered for this option. Applicants should also consider, and incorporate into their application timelines, the time it will take for their LSAT/LSDAS reports to be processed and transmitted to the School of Law.

Early Decision candidates agree that they will not submit an early decision application to any other law school this year. Early Decision candidates will be notified by the end of December whether their application for admission has been accepted, denied or deferred for further review, in which case it is kept active and considered along with all other applications under the Regular Decision-Rolling Admission option. It is anticipated that some candidates deferred for further review at the Early Decision stage will ultimately be offered admission through the Regular Decision-Rolling Admission option. If an Early Decision applicant is denied admission or the decision is deferred for further review, the applicant may continue being considered for admission to law schools to which he/she had previously applied and may initiate applications to additional law schools.

Early Decision candidates agree that, if admitted to Elon Law under the Early Decision option, they will withdraw any pending applications to other law schools and not submit any additional applications. The accepted Early Decision candidate will submit a non-refundable deposit of \$600 to Elon University by January 15 and will enroll in Elon University School of Law the following fall semester. This deposit will be credited toward fall semester tuition.

Applicants admitted under the Early Decision option and who have applied for scholarship consideration by December 1 will be notified of law school scholarship awards prior to the January 15 deposit deadline; however, other financial aid awards, including loan awards, will not be made until later in the spring.

The School of Law reserves the right to provide other law schools with the names of applicants accepted under its Early Decision option.

## TRANSFER/VISITING APPLICANTS

Elon Law accepts applications for transfer and visiting students. In addition to complying with the general admission procedures, a transfer applicant must submit a letter of good standing and a transcript from the current law school reflecting grades for both semesters of the first year. Either the transcript or letter of good standing should indicate the applicant's current class rank. A student from a law school approved by the American Bar Association may be admitted to advanced standing as a candidate for a degree. To receive a law degree from Elon, a student must complete two-thirds (2/3) of the coursework required for the degree at Elon. Credit for work done at other law schools is given at the discretion of the Dean. Because Elon's program incorporates leadership training not available at most law schools, accepted transfer students must attend the leadership development portions of first-year orientation.

With the approval of the Admissions Committee, it may be possible for students from other law schools to matriculate at Elon as visiting students. Visiting students must have the permission of their home law school and must be in good academic standing at their home law school. They are limited to one year in residence at Elon. Visiting students will receive their law degrees from their home law school and will not be eligible for an Elon law degree. In addition to complying with the general admission procedures, a visiting

applicant must submit a letter of good standing and permission to visit and a transcript from the current law school, one of which should indicate the applicant's current class rank.

## INTERNATIONAL APPLICANTS

In addition to complying with the general admission procedures, international applicants must submit their foreign transcripts through the LSACJD Credential Assembly Service. If applicants have completed any postsecondary work outside the United States (including its territories) or Canada, they must use this service for the evaluation of their foreign transcripts. The one exception to this requirement is if they have completed the foreign work through a study abroad, consortium, or exchange program sponsored by a United States or Canadian institution, and the work is clearly indicated as such on the home campus transcript. This service is included in the LSDAS subscription fee. A Foreign Credential Evaluation will be completed by the American Association of Collegiate Registrars and Admissions Officers (AACRAO), which will be incorporated into the LSDAS report. If the Admissions Committee determines that an applicant must submit a TOEFL score, the applicant must contact the Educational Testing Service (ETS) and request that the TOEFL score be sent to LSAC. LSAC's TOEFL code for the JD Credential Assembly Service is 0058. The applicant's TOEFL score will be included in the Foreign Credential Evaluation document that will be included in the LSDAS law school report.

## PROCEDURE FOR ACCEPTED APPLICANTS

The procedures for applicants accepted under either option noted above must be followed. In addition, all accepted applicants must submit a Dean's Certification Form for each post-secondary school attended. These forms will be mailed to the applicant with the acceptance letter and must be completed and returned prior to enrollment in the fall.

During the application phase, applicants will submit their post-secondary school transcripts to LSDAS, and the School of Law will receive copies of these transcripts from LSDAS. While this is sufficient for the application phase, accepted applicants must submit an official transcript indicating the award of a bachelor's degree prior to enrolling in Elon Law. Generally, applicants must have received a bachelor's degree from an accredited institution prior to enrollment in the School of Law. In rare instances, the school may, consistent with ABA Standards, admit exceptionally well-qualified applicants who have successfully completed three-fourths of the work acceptable for a bachelor's degree.

## FINANCIAL PLANNING/AID

Financial aid is available to law students in the form of scholarships and loans. Merit scholarships will be awarded based on applicants' potential for outstanding contribution to the law school, the legal profession and society. Applicants interested in receiving a scholarship should apply by writing a letter to the law school's scholarship committee requesting consideration for an award. The suggested length of this letter is two pages or less, double-spaced. While no specific form or content is required, applicants should consider using the letter to explain why their aptitude, achievements or other qualifications merit a scholarship award. While awards will be merit-based, the scholarship committee will assess merit within the context of an applicant's significant and distinctive financial need, if explained in the application letter. Applicants may also be invited to interview with the scholarship committee for certain scholarships. Applicants admitted under the Early Decision option, who have submitted a scholarship application letter by December 1, will be informed of law school scholarship awards prior to the January 15 confirmation deposit deadline. Other scholarship awards will be made on a rolling basis throughout the year, with the majority of awards made in early spring through mid-summer. Some scholarships may require a minimum level of academic performance for retention of the award. These requirements will be outlined in the scholarship award letter.

Many students borrow funds to finance their legal education. To be eligible for Subsidized Federal Stafford Loans and Unsubsidized Federal Stafford Loans, applicants must complete the Free Application for Federal Student Aid (FAFSA). Elon's federal school code is 002927. Applicants should complete the FAFSA as soon as possible after January 1. The FAFSA may be obtained online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). This form is used to calculate a student's expected family contribution (EFC) to his or her education. The Elon University Office of Financial Planning will determine a student's financial need based on the cost of attendance (tuition and living allowance) and the expected family contribution. Law students may be eligible to borrow additional funds through private lenders. These loans are based on creditworthiness and some may require a co-signer.

For more information on admission procedures, financial planning and cost, please visit our Web site at [law.elon.edu](http://law.elon.edu).



Admissions – Office of Professional Recruitment, Development and Placement  
201 North Greene Street, Greensboro, North Carolina 27401  
888-ELON-LAW • (336) 279-9200 • law.elon.edu

## APPLICATION FOR ADMISSION—TRANSFER

See application instructions in this booklet and the School of Law's Web site at [law.elon.edu](http://law.elon.edu) for additional admissions information.

I am applying for admission as a transfer student to Elon University School of Law beginning  fall  spring 20\_\_\_\_.

### PERSONAL DATA

Full name \_\_\_\_\_  
Last (Family) First Middle Preferred

Current mailing address: (valid through m\_\_\_\_/d\_\_\_\_/y\_\_\_\_) Permanent address (if different from current mailing address):

\_\_\_\_\_  
Number and Street Number and Street

\_\_\_\_\_  
City or Town State Country ZIP or Postal Code City or Town State Country ZIP or Postal Code

\_\_\_\_\_  
Home Telephone (include area or country/city code) Cell Phone Home Telephone (include area or country/city code)

U.S. Soc. Sec. no.: \_\_\_\_\_ LSAC Account no.: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Designate a secondary contact person through whom you may be contacted during the admissions cycle:

\_\_\_\_\_  
Name Telephone Number E-mail Address

Place of birth: \_\_\_\_\_ Country(ies) of citizenship: \_\_\_\_\_

If not a U.S. citizen, indicate your status as of the date you submit this application:

Permanent resident alien: Registration no.: \_\_\_\_\_ Date issued: \_\_\_\_\_

U.S. visa holder: Type: \_\_\_\_\_ Date issued: \_\_\_\_\_ Expiration: \_\_\_\_\_

Other: \_\_\_\_\_

Country of origin: \_\_\_\_\_ First language, if other than English: \_\_\_\_\_

Has your education been conducted primarily in a language other than English?  Yes  No

If yes, indicate your score on the Test of English as a Foreign Language (TOEFL): \_\_\_\_\_

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**The following demographic information is optional and is not used in the admission decision process; however, it is helpful for conducting studies which lead to better programs and services for our students.**

If you wish to be identified with a particular ethnic group, how would you identify yourself?

- African American/Black  
  American Indian or Alaskan Native  
  Asian or Pacific Islander  
  Caucasian/White  
 Mexican American  
  Puerto Rican  
  Other Hispanic American \_\_\_\_\_  
  Other (specify): \_\_\_\_\_

Gender:  Male  Female   Birthdate: m \_\_\_\_\_ d \_\_\_\_\_ y \_\_\_\_\_

How did you first become interested in Elon University School of Law? Check one.  
 Current student  
 Elon publications  
 College fair or forum  
 Friend  
 Family  
 Advertisement  
 Internet  
 Pre-law advisor  
 Other (specify): \_\_\_\_\_

To what other law schools have you applied or do you intend to apply? \_\_\_\_\_

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Please indicate the names of other family members who attended Elon University:

<i>Name</i>	<i>Class</i>	<i>Relationship</i>
<i>Name</i>	<i>Class</i>	<i>Relationship</i>

## ACADEMIC BACKGROUND

Have you ever been or are you currently registered for any classes at any law school?  Yes  No

If yes, please list the law school(s) among the undergraduate, graduate and professional schools attended below. In addition, please submit an official transcript reflecting the registration and a dean's certification of good academic standing and eligibility to return to or continue at the law school(s). You should also explain your motivation to transfer in your personal statement.

List all colleges, universities, graduate and professional schools attended (begin with the institution most recently attended).

School	Dates Attended	Major Field of Study/Degree Area	GPA

Has your college, university, graduate or professional school coursework been interrupted for one or more terms for any reason?  Yes  No

If so, please give particulars. \_\_\_\_\_

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# LAW SCHOOL ADMISSION TEST (LSAT) AND OTHER TESTS

List all dates on which you have taken the LSAT and your scores:

Date \_\_\_\_\_ Score \_\_\_\_\_      Date \_\_\_\_\_ Score \_\_\_\_\_      Date \_\_\_\_\_ Score \_\_\_\_\_

If you have not taken the LSAT, when do you intend to take the test? \_\_\_\_\_

As of the date you submit your application, do you intend to retake the LSAT?  Yes  No      If yes, when? \_\_\_\_\_

Have you registered for LSDAS?  Yes  No      If no, when do you plan to do so? \_\_\_\_\_

If you have taken any of the following tests, list the dates and highest scores (if you recall).

Scholastic Aptitude Test (SAT):      Date \_\_\_\_\_ Score \_\_\_\_\_

American College Test (ACT):      Date \_\_\_\_\_ Score \_\_\_\_\_

Graduate Record Examination (GRE):      Date \_\_\_\_\_ Score \_\_\_\_\_

Other (MCAT, GMAT, etc.):      Date \_\_\_\_\_ Score \_\_\_\_\_      Name of other test: \_\_\_\_\_

## TELL US ABOUT YOURSELF

You may attach your résumé or a list of additional activities, but even if you do so, **it is necessary for you to complete the following sections.**

**ACADEMIC, CIVIC AND MILITARY RECOGNITION** Please list any academic, civic and military honors and awards you have received since graduating from high school, including, but not limited to, scholarships, fellowships, prizes and membership in honor societies.

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**EXTRACURRICULAR ACTIVITIES AND LEADERSHIP** List your principal activities in school or the community and rank them in the order of importance to you. Include volunteer service or community projects and any positions of leadership you have held.

Rank	Activity, organization, project	Nature of participation, positions held and recognition received	Dates	Amount of time invested

DETACH HERE

**INTERESTS, HOBBIES, TRAVEL EXPERIENCES** Describe briefly any that are meaningful to you.

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**FULL-TIME WORK EXPERIENCE** List your last four positions of full-time employment, including summer employment.

Position	Employer	Approximate dates of employment	Hours per week

**COLLEGIATE WORK EXPERIENCE** List any employment during the academic year as an undergraduate.

Position	Employer	Approximate dates of employment	Hours per week

**MILITARY SERVICE** Have you served or are you serving on full-time active military duty?  Yes  No If yes, describe branch of service, dates of service, highest rank/rating and principal duties.

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Type of discharge received or expected:  Honorable  Other If other, please explain: \_\_\_\_\_

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## PERSONAL STATEMENTS

**PERSONAL STATEMENT ONE:** Your personal statement allows you to inform the School of Law of your ideas, perspectives, motivations and goals in your own words. You are required to address the following topic. Your response should be thorough but succinct and not more than three pages, double-spaced.

What has led you to apply to Elon University School of Law? Explain how the school's character and educational program match your academic and professional goals. What is motivating you to transfer from your current law school? Discuss what you believe Elon Law has to offer you and what you have to offer it. In addition, discuss your motivations for studying law and entering the legal profession.

**PERSONAL STATEMENT TWO (OPTIONAL):** While this second personal statement is optional, you are encouraged to respond to one or more of the following topics in order to assist the School of Law in evaluating your application. Each response should be thorough but succinct and not more than two pages, double-spaced.

TOPIC A: What has been your most meaningful experience as a member of a team? Describe the circumstances and the role you played. Explain any lessons learned and how you might apply these lessons of experience to future opportunities.

TOPIC B: If you do not believe that your academic record or standardized test scores accurately reflect your ability to succeed in law school, please explain why.

TOPIC C: What personal attributes or past experiences do you believe differentiate you from other law school applicants with respect to your potential to use your legal education to make significant contributions to society?

TOPIC D: Have you overcome a history of economic or educational disadvantage, cultural or language differences, disability, or other difficult circumstances, or do you otherwise bring a unique perspective to the study of law? Explain how these circumstances or this perspective will enhance your potential for success in law school and for significant contributions to the legal profession.

TOPIC E: Discuss an issue you once thought you knew with certainty that you have since reevaluated. What prompted you to change your opinion? Explain how this reevaluation took place. How certain is your current opinion or knowledge on the issue?

## CHARACTER AND FITNESS STATEMENT

With respect to the questions below, Elon University School of Law requires that an applicant disclose ALL criminal incidents and disciplinary charges, even if the charges were dismissed, the applicant was acquitted, adjudication was withheld or conviction was reversed, set aside or vacated. You have a continuing obligation after the submission of this application and through your graduation from the School of Law to report any conduct that would require you to answer "yes" to any of these questions. If you have any uncertainty as to the meaning of or how to answer the following questions, you should seek the advice of the Associate Dean for Admissions prior to submitting the completed application. Any doubt as to the proper answer to any question should be resolved in favor of FULL DISCLOSURE, as subsequent discovery of a failure to fully and accurately answer these questions may result in denial of admission to the School of Law, exclusion from the School of Law, or a negative recommendation from the Dean of the School of Law to boards of law examiners. You should be aware that many state boards of law examiners review the law school applications of persons applying to take the bar examination in their jurisdictions.

State requirements vary and applicants should obtain information about qualifications for admission to the bars of the states where they intend to practice. While the School of Law seeks information about its applicants' character and fitness to ensure that appropriate law school qualifications are met, acceptance by the School of Law does not guarantee an applicant's subsequent qualification for admission to the bar.

If the answer to any of the questions below is yes, please provide a complete explanation. For criminal charges, this explanation would include the charges filed, the date, and the disposition (fine, penalty, court costs, diversion, etc.).

Have you ever been dropped, suspended, warned, placed on academic or disciplinary probation, disciplined, expelled, requested or advised to resign by any post-secondary school, college, university, graduate or professional school?  Yes  No

Are you presently, or have you ever been, under investigation for a crime of any kind?  Yes  No

Have you ever been arrested for, charged with, cited for, or convicted of a crime of any kind (including all traffic violations, except parking tickets)?  Yes  No

Have you ever been requested to appear before any investigatory agency or prosecuting attorney for any reason?  Yes  No

Have you ever been disciplined or reprimanded by any trade, business or professional organization or had revoked a publicly granted license to practice a trade, business or profession?  Yes  No

Have you ever been discharged or dismissed from the armed forces other than by honorable discharge or been subject to other military discipline?  Yes  No

Have you ever been dismissed, discharged or requested to resign by an employer?  Yes  No

## RECOMMENDATIONS

List the names and addresses of two people who will submit letters of recommendation on your behalf to the LSDAS Letter of Recommendation Service or directly to the School of Law.

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Name Address

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Name Address

## CERTIFICATION

By signing or electronically transmitting this application, I understand that all materials submitted in connection with my application for admission, including, but not limited to, transcripts of academic credit and letters, become the property of Elon University School of Law and will not be returned. I understand that, if admitted, enrollment is conditioned upon compliance with additional admission procedures outlined by the School of Law, including, but not limited to, timely submission of all required documentation and deposits. I further certify that all of the answers and information submitted in this application are complete and correct to the best of my knowledge and belief. I agree to communicate promptly to the School of Law in writing any changes in any matters covered herein, even if such changes occur after I have enrolled as a student. I understand that any misrepresentations or omissions may result in the denial of admission to the School of Law, dismissal or expulsion from the School of Law, refusal to award a degree, or revocation of a degree earned. I agree that, if admitted, I will abide by the rules and regulations of Elon University and the School of Law, including, but not limited to, any rules of conduct or honor codes, as they are now and may in the future be constituted.

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Name Date

*Elon University School of Law intends to gain approval from the American Bar Association (ABA). The Dean is fully informed as to the Standards and Rules of Procedure for the Approval of Law Schools by the ABA. The Administration and the Dean are determined to devote all necessary resources and in other respects to take all necessary steps to present a program of legal education that will qualify for approval by the ABA. The Law School makes no representation to any applicant that it will be approved by the ABA prior to the graduation of any matriculating student.*

*Elon University does not discriminate with regard to race, color, religion, sex, age, national or ethnic origin, veteran status or disability in the recruitment and admission of students, the recruitment and employment of faculty and staff or the operation of any of its programs. Students with documented disabilities may request in writing reasonable special services and accommodations. Questions should be directed to Alan Woodlief, Associate Dean for Admissions and Administration of the School of Law. The university's Section 504 coordinator for students and Title IX coordinator is Dr. Smith Jackson, Alamance 109, (336) 278-7220. The university's Section 504 coordinator for applicants and current employees is Mr. Ronald Klepcyk, 314 W. Haggard Ave., (336) 278-5560.*

*In the spirit of the Elon University Mission Statement, Elon University regards discrimination against gay and lesbian members of the university community as inconsistent with its goal of providing an atmosphere of mutual respect in which students, faculty and staff may learn, work and live.*

*In accordance with the Student Right-to-Know and Campus Security Act, complete information regarding campus security policies and programs and campus crime statistics is available upon request from the Director of University Relations, 2030 Campus Box. Information regarding completion and graduation rates may be obtained from the Office of Admissions or at [www.elon.edu/irweb](http://www.elon.edu/irweb).*