



## Application Checklist

**DEADLINE: February 1, 2007**

**FOR IMPORTANT ADDITIONAL DETAILS: Please see "How to Apply."**

**A COMPLETE APPLICATION CONTAINS THE FOLLOWING ITEMS:**

- Completed and signed LL.M. application form.
- Completed and signed financial aid form if you are applying for aid.
- U.S. \$70 application fee (travelers check, international money order, or bank check drawn on U.S. funds).
- Official school certified transcripts of grades or marks from *all* colleges, universities, and professional/graduate schools you have attended, even if you did not graduate. *These should come to us in envelopes sealed by the appropriate school official, who then signs or stamps across the seal.*
- An official statement of class rank from the institution at which you earned or will earn your first degree in law. *These should come to us in envelopes sealed by the appropriate school official, who then signs or stamps across the seal.* If such rankings are not provided by your school, provide a statement to this effect along with a detailed explanation of the grading system employed and a self-evaluation of your performance within that system.
- Two letters of recommendation, with accompanying forms.
- A personal statement.
- An official TOEFL score report from ETS. (Include a photocopy of your score report if you have already received your results. This may enable the Law School to expedite the review of your application.)
- Please provide three self-addressed mailing labels with your present mailing address (should be the same address as indicated on your application.)
- Please **type** in your e-mail address on the application or on a separate piece of paper. If we cannot read your e-mail address, we will not be able to contact you in a timely manner. Advise us immediately of any address changes, including e-mail.

**IMPORTANT NOTE:** Only complete applications are reviewed by the Graduate Committee. The deadline for completed applications is February 1. Applications completed after that date will be reviewed at the committee's discretion.

**TUITION, FEES, AND EXPENSES**

In common with other U.S. law schools, tuition and fees at the University have *increased annually* in recent years. For the 2006-2007 academic year, tuition and fees for full-time study (12 or more credit hours per semester) are \$35,800.

Taking into account additional estimated expenses (other than travel costs), a typical budget for a single, nonresident graduate student for 2006-2007 would be:

Tuition and fees:	\$35,800
Room, board, miscellaneous:	\$13,200
Books and supplies:	\$ 1,000
<b>TOTAL:</b>	<b>\$50,000</b>

*Students who will be accompanied by a spouse should allow an additional \$7,500 and \$3,000 for each accompanying child.*

**PRIMARY HEALTH CARE IS AVAILABLE THROUGH THE DEPARTMENT OF STUDENT HEALTH.** In addition, the University requires all students to carry health insurance covering accident, injury, or illness that may require hospitalization or treatment beyond that provided by Student Health.

**IN ORDER TO ENSURE THAT ALL INTERNATIONAL STUDENTS HAVE ADEQUATE HEALTH INSURANCE COVERAGE,** the University will implement a new “hard waiver” program for the 2006-2007 academic year. Under this program, the University will bill all new and returning international students in mid-September for the annual cost of single-student coverage under the University’s endorsed student health plan. You may avoid having this cost billed to you if you demonstrate to Student Health that you have other health insurance coverage that meets the University’s specific coverage requirements.

*For additional information on the hard waiver program, including what constitutes “comparable coverage,” please visit Student Health: [www.virginia.edu/studenthealth/insurance/Premium0607.html](http://www.virginia.edu/studenthealth/insurance/Premium0607.html)*

*For questions regarding comparable coverage or the online waiver process, please contact Student Health by e-mail [hardwaiver@virginia.edu](mailto:hardwaiver@virginia.edu) or telephone +434-243-2702.*

Students admitted to the University must complete a medical history form and obtain a physical and tuberculin skin test. Appropriate forms are available online in late spring. [www.virginia.edu/studenthealth](http://www.virginia.edu/studenthealth)

**ALL HEALTH REQUIREMENTS MUST BE MET PRIOR TO REGISTRATION.**



PLEASE SUBMIT THIS APPLICATION AND ALL CREDENTIALS TO:

Program Administrator  
Graduate Studies Office  
University of Virginia School of Law  
580 Massie Road  
Charlottesville, Virginia 22903-1738  
E-MAIL: [gradadmit@law.virginia.edu](mailto:gradadmit@law.virginia.edu)  
PHONE: +434-924-3154  
FAX: +434-924-7536



DEADLINE: February 1, 2007  
FEE: \$70

Please read "How to Apply" before completing this application.

Type or print in ink.

Program you are applying for:  LL.M.  S.J.D. Have you previously applied to the University of Virginia School of Law?  Yes  No  
If yes, for which academic year? \_\_\_\_\_ Which program? \_\_\_\_\_

1 Name \_\_\_\_\_  
FIRST OR GIVEN NAME MIDDLE NAME FAMILY NAME

2 Social Security Number, if any (optional): \_\_\_\_\_

3 Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_  
MONTH DAY YEAR CITY OR COUNTY STATE (COUNTRY IF NON-USA)

Citizenship:  U.S. Citizen  Permanent Resident  Nonresident Country of Citizenship: \_\_\_\_\_

Gender:  Male  Female

4 Permanent Mailing Address \_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY STATE (IF USA) POSTAL CODE COUNTRY

\_\_\_\_\_  
TELEPHONE INCLUDING AREA CODE

\_\_\_\_\_  
PRIMARY E-MAIL ADDRESS SECONDARY E-MAIL ADDRESS

5 Present Mailing Address \_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY STATE (IF USA) POSTAL CODE COUNTRY

\_\_\_\_\_  
TELEPHONE INCLUDING AREA CODE Address valid until MONTH DAY YEAR

6 HIGHER EDUCATION

A. First Degree in Law. List the institution where you received or are pursuing the first degree in law.

\_\_\_\_\_  
NAME OF INSTITUTION LOCATION

\_\_\_\_\_  
DATES OF ATTENDANCE DEGREE/DIPLOMA DATE AWARDED /COMPLETED

B. Graduate Law Studies. List the institution or institutions where you pursued or are pursuing graduate law studies.

NAME OF INSTITUTION	LOCATION	DATES ATTENDED [FROM/TO]	DEGREE/DIPLOMA AWARDED/EXPECTED	DATE OF AWARD

i. Official academic rank (if none, complete ii)

First Degree in Law: \_\_\_\_\_ in a class of \_\_\_\_\_ Graduate Law Studies: \_\_\_\_\_ in a class of \_\_\_\_\_  
RANK NO. IN CLASS RANK NO. IN CLASS

ii. If there is no official ranking, please estimate your rank among classmates.

First Degree in Law: \_\_\_\_\_ in a class of \_\_\_\_\_ Graduate Law Studies: \_\_\_\_\_ in a class of \_\_\_\_\_  
RANK NO. IN CLASS RANK NO. IN CLASS



iii. If numerical grades or letter grades are given, indicate the numerical average or approximate letter average of your law degree grades.

First Degree in Law: \_\_\_\_\_ Graduate Law Studies: \_\_\_\_\_

iv. If you received your degree in law “with honors” or with some other distinction, please indicate the type of honors or distinction received.  
FOR EXAMPLE, applicants from England and other countries where law studies are based on the English system should indicate the “class” of honors; applicants from France and other countries where law studies are based on the French system should indicate the mention received in license or maitrise in each of the four years; German applicants should indicate the grade on the first state examination (and on the second state examination if taken.)

First Degree in Law

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Graduate Law Studies

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C. Other institutions of higher education which you have attended or are currently attending.

NAME OF INSTITUTION	LOCATION	DATES ATTENDED [FROM/TO]	DEGREE/DIPLOMA AWARDED/EXPECTED	DATE OF AWARD

**7 GRADING SYSTEM EXPLANATION**

- A. Describe, as fully as possible, the grading and honors systems used in the academic institutions where you pursued your first degree in law and any graduate law studies. PLEASE SUBMIT ON A SEPARATE SHEET.
- B. Evaluate your academic record in the context of the grading system which you have described.

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8 List scholastic honors in law, and memberships in honor societies.

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9 List any scholarly publications.

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**10 OTHER EXPERIENCE**

List experience in law or a related field. Full-time employment in any other field should be listed only if it lasted a year or more. If not employed, indicate current full-time activity under (a). If teaching, indicate whether as a law faculty member or otherwise and whether full- or part-time.

A. Present Employment, Activity, or Academic Status

POSITION	NAME & LOCATION OF EMPLOYER/SCHOOL	TELEPHONE	DATES ATTENDED [FROM/TO]

B. Previous Employment

POSITION	NAME & LOCATION OF EMPLOYER/SCHOOL	TELEPHONE	DATES ATTENDED [FROM/TO]

C. Do you belong to the Bar?  Yes  No IF YES, WHAT STATE OR COUNTRY? \_\_\_\_\_

**11 REFERENCES**

List the names and professional positions of two persons whom you have asked to write letters of recommendation to the Graduate Committee.

NOTE: THIS INFORMATION IS VERY IMPORTANT. Letters from the law school faculty members or persons for whom you have worked in a professional capacity are most helpful. Letters from personal friends or friends of one's family are not helpful and should not be submitted.

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12 Have you ever been subject to disciplinary action by any bar association or by any of the colleges, universities, graduate or professional schools you have attended?  Yes  No IF THE ANSWER IS YES, GIVE DATES AND COMPLETE DETAILS ON A SEPARATE SHEET.

13 Have you ever been charged with or convicted of a crime other than a minor traffic violation?  Yes  No  
Are there any criminal charges pending against you or expected to be brought?  Yes  No  
IF THE ANSWER TO EITHER QUESTION IS YES, GIVE DATES AND COMPLETE DETAILS ON A SEPARATE SHEET.

QUESTION 14 APPLIES TO APPLICANTS FROM THE U.S. AND CANADA ONLY:

14 LSAT scores. List all dates and scores:

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QUESTION 15 APPLIES TO APPLICANTS FROM ABROAD (including Canadians):

**15 ENGLISH LANGUAGE PROFICIENCY**

- A. What is the language you principally use? \_\_\_\_\_
- B. What is your native language? \_\_\_\_\_
- C. An English language test (TOEFL) is required of all international applicants who do not meet very limited exceptions. No waivers are allowed. Refer to "How to Apply" for further information.  
Please list your score: \_\_\_\_\_

**16 Describe the principal subject areas in which you wish to concentrate your studies.**

PLEASE USE ADDITIONAL SHEETS IF NECESSARY.

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**17 Describe your career plans and how you expect graduate study to help you achieve your objectives.**

PLEASE USE ADDITIONAL SHEETS IF NECESSARY.

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**18 PERSONAL STATEMENT**

Please use the enclosed form, and additional sheets if necessary, to tell us more about yourself that would be helpful in evaluating your application.

**19 Are you applying for financial aid?  Yes  No**

If the answer is yes, what is the minimum amount you need from us for you to attend the Law School? \_\_\_\_\_

**NOTE: If you are applying for financial aid, you must complete and return the Financial Aid form provided with this Application. (Refer to "How to Apply" for important information concerning financial aid awards.)**

**20 Do you plan to use the Law School Admission Council's (LSAC) LL.M. Credential Assembly Service?  Yes  No**

If you answered yes, please list your LSAC identification number: \_\_\_\_\_

**21 I, the undersigned, certify that the information furnished in this application is true to the best of my knowledge. I understand that I have an obligation to provide accurate, current, and complete information. I also understand that the consequences of providing false, misleading, or incomplete information will be serious and could lead to a rescission of an offer of admission or exclusion from the Law School after admission.**

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DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_



**PERSONAL STATEMENT**

A large, empty, light gray rectangular area intended for the applicant to write their personal statement.



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A large, empty, light gray rectangular area intended for the applicant to write their personal statement.



**A. PERSONAL INFORMATION**

Name \_\_\_\_\_  
FIRST OR GIVEN NAME / MIDDLE NAME / FAMILY NAME

Present Mailing Address \_\_\_\_\_  
STREET ADDRESS  
 \_\_\_\_\_  
CITY / STATE (IF USA) / POSTAL CODE / COUNTRY

Present Address Valid Until \_\_\_\_\_

\_\_\_\_\_  
TELEPHONE INCLUDING AREA CODE / FAX INCLUDING AREA CODE  
 \_\_\_\_\_  
PRIMARY E-MAIL ADDRESS / SECONDARY E-MAIL ADDRESS

Permanent Mailing Address \_\_\_\_\_

\_\_\_\_\_  
STREET ADDRESS  
 \_\_\_\_\_  
CITY / STATE (IF USA) / POSTAL CODE / COUNTRY

\_\_\_\_\_  
TELEPHONE INCLUDING AREA CODE / FAX INCLUDING AREA CODE  
 \_\_\_\_\_  
PRIMARY E-MAIL ADDRESS / SECONDARY E-MAIL ADDRESS

Marital status:  Single  Married [*If so, will your spouse be accompanying you?*  Yes  No] Number of dependent children: \_\_\_\_\_

**B. FINANCIAL INFORMATION**

Please list below the amount (in U.S. dollars) and sources of all funds that you (and, if married, your spouse) expect to be available for the coming academic year:

CONTRIBUTION	APPLICANT	SPOUSE
From parent(s):		
From relatives or friends:		
Income from property, securities, or investments:		
Withdrawal from savings:		
Savings from expected employment:		
Non-University scholarship(s) or loan(s):		
Other:		
TOTALS:		
GRAND TOTAL BOTH COLUMNS:		

Please specify and explain sources of non-University scholarship(s), loan(s), or other funds included above.

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\_\_\_\_\_





## RECOMMENDATION FOR GRADUATE STUDIES

TO BE COMPLETED AND RETURNED TO THE CANDIDATE PRIOR TO FEBRUARY 1, 2007.

## NOTE TO CANDIDATE

- Please complete the first part of this form. Deliver or mail this form to the person who will write your recommendation.
- Ask your recommender to seal the letter he/she has written on your behalf in an envelope, sign across the seal, and return it to you.
- DO NOT OPEN the envelope or break the seal. Submit the sealed envelope with your application.
- If your recommender objects to returning the letter to you, it may be mailed directly to the Law School.

NAME OF APPLICANT

COUNTRY

I **AUTHORIZE** the release of a candid evaluation to assist in the admission selection process, and should I enroll, to be available for use by administrators or faculty in evaluating my application for employment or my candidacy for an honor or award. I understand that the material will be kept confidential both from me and the public, and I waive any right of access that I might have by law. I further understand that the University of Virginia School of Law does not require me to execute this waiver and is willing to review my application without such a waiver.

DATE

SIGNATURE

I **AUTHORIZE** the release of a candid evaluation but I choose not to waive my right to examine this letter of recommendation should I enroll as a student at the University of Virginia School of Law.

DATE

SIGNATURE

## TO THOSE ASKED TO SUBMIT RECOMMENDATIONS:

IT IS IMPORTANT THAT RECOMMENDATIONS BE FRANK AND DETAILED. Brief letters in general terms are of little value to the Graduate Committee. The letters should state the extent of the writer's acquaintance with the applicant and the writer's opinion of the applicant's aptitude for graduate study in law. Any specific knowledge concerning the applicant's intellectual ability, character, and personality should be discussed. It is particularly helpful, when possible, for the writer to compare the applicant with promising contemporaries.

Provided this applicant has signed the above waiver, you may be assured that your letter will be kept confidential from both the applicant and the public. If the applicant has chosen not to waive his or her rights under recent legislation, please be advised that following enrollment as a student at this Law School, he or she, on request, may have access to your letter.

Your recommendation may be written directly on this form using the reverse side or additional sheets if necessary. Should you choose to write a letter, this form must be attached when the letter is mailed to us.

This recommendation is to be mailed to the applicant. Please seal and sign the back flap of your envelope; the form will be submitted unopened by the candidate with his/her application.

**NO ACTION CAN BE TAKEN ON THIS STUDENT'S APPLICATION UNTIL THIS FORM IS RETURNED.**



RECOMMENDER'S COMMENTS

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DATE

SIGNATURE

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POSITION

PRINT NAME



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Provided this applicant has signed the above waiver, you may be assured that your letter will be kept confidential from both the applicant and the public. If the applicant has chosen not to waive his or her rights under recent legislation, please be advised that following enrollment as a student at this Law School, he or she, on request, may have access to your letter.

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DATE

SIGNATURE

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POSITION

PRINT NAME