
ENTRANCE AND APPLICATION REQUIREMENTS

MASTER OF LAWS PROGRAM

This application form should be used by graduate law applicants when an application is being made to the General Master of Laws (LL.M.) program or the LL.M. program in one of the specialized areas of Business and Finance Law, Energy and Environmental Law, International and Comparative Law, Intellectual Property Law, Environmental Law, Government Procurement Law, Government Procurement and Environmental Law, International Environmental Law, Litigation and Dispute Resolution, or National Security and U.S. Foreign Relations Law. Applicants applying for the S.J.D. or the M.S.-L-IP degree programs should not use this application but rather the one specified for those degree programs.

Entrance Requirements

Applicants with a J.D. from a U.S. or Puerto Rico law school must hold a B.A. or equivalent degree from a regionally accredited college or university and a J.D. or equivalent degree from a law school that is a member of the Association of American Law Schools (AALS) or is accredited by the American Bar Association (ABA).

Applicants with a law degree from a law school outside of the United States must have earned the degree from a recognized institution. Non-U.S. law school graduates may also need to meet the minimum language test requirement (see below).

All candidates for admission must have demonstrated excellence in academic standing and professional achievements or positions indicating their capacity for performing master's-level work.

Application Requirements

All LL.M. applicants must submit the following to be considered for admission:

- A completed application form accompanied by the application fee of US \$80
- Official transcripts from all law, graduate, and undergraduate schools attended
- Two original letters of recommendation, accompanied by the enclosed recommendation form
- A brief essay describing the applicant's professional goals and areas of interest for the study of law (question 36 on application)
- If applicable, an official report of the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) score. Students whose initial law degree was earned from a non-U.S. law school where English is not the language of instruction are required to take the TOEFL or IELTS test and receive a score in the 100-point range on the Internet-based TOEFL test or in the 600-point range on the paper-based TOEFL test. Those taking the IELTS test must receive a score of 7.0 or higher. Test scores are reported to the Law School six to eight weeks after the test is taken; therefore, applicants are advised to check with TOEFL or IELTS for information well before the semester for which they are applying. **For the TOEFL, the Institutional Code for GW Law School is 5246 and the Department Code is 03. For the IELTS test, list the George Washington University Law School to receive a score report.** If English was the medium of instruction for an applicant's university education, please include documentation from the university registrar.
- A résumé or CV is required

General Instructions

If you are a United States citizen or permanent resident, your Social Security Number is required in question 1. If you do not have a Social Security Number, you must obtain one before submitting the application. If you are a non-U.S. applicant and do not have a Social Security Number, leave this space blank. If you have attended any school of the George Washington University previously, fill in all parts of questions 13 and 14. Failure to furnish all information and supporting credentials requested will invalidate the application. **All application materials must be sent directly from the applicant or the issuing institution, or enclosed with the application in envelopes sealed and signed by the issuing institution, to:**

Graduate and International Programs
The George Washington University Law School
2000 H Street, NW
Washington, DC 20052 USA

Application Fee

A nonrefundable application fee of US \$80 must accompany the application. This fee does not apply toward tuition and is not paid by the Veterans Administration. A tuition deposit will be required once the student has been notified of his or her admission to a degree program.

Application Deadlines

Applications for the Fall and Spring semesters are accepted on a rolling basis. For priority review, especially for scholarship consideration, applications for Fall admission should be received by **March 15**, but will continue to be accepted on a space-available basis until **June 1**. For Spring admission, the priority deadline is **November 1**.

APPLICATION FOR ADMISSION TO THE LL.M. DEGREE PROGRAM

Please type or print clearly. Do not staple any materials to this application. Applications are accepted for the Fall and Spring semesters on a rolling basis. For priority review, especially for scholarship consideration, applications for Fall admission should be received by **March 15**, but will continue to be accepted on a space-available basis until **June 1**.
For Spring admission, the priority deadline is **November 1**.

Return to: Graduate and International Programs • The George Washington University Law School • 2000 H Street, NW • Washington, DC 20052

SEE ENCLOSED INSTRUCTION SHEET FOR ENTRANCE AND APPLICATION REQUIREMENTS

1. _____ 2. _____
U.S. Social Security Number (if applicable) LSAC Account Number (please indicate if you are requesting credential evaluation from LSAC)

3. _____
(Last/Family/Surname) (First) (Middle)
Enter the components of your name exactly as they appear on your passport or U.S. driver's license, including middle names and hyphenated names.

4. Have you ever used a different name at any educational institution?: Yes No
If yes, state other name used: _____
Where did you use this name?: _____

5. _____
Current Address – Number, Street & Apt. Number

City State/Province/District ZIP Code/Postal Code Country

6. _____
Daytime Telephone (including international calling codes) E-mail Address

7. Information in 5 & 6 is current until: _____

8. _____
Permanent Address – Number, Street & Apt. Number

City State/Province/District ZIP Code/Postal Code Country

9. _____
Daytime Telephone at Permanent Address (including international calling codes)

PLEASE NOTIFY US IMMEDIATELY OF ANY CHANGE IN YOUR MAILING ADDRESSES, PHONE NUMBERS, OR E-MAIL BY CONTACTING **LLMADMISSIONS@LAW.GWU.EDU**.

10. From which country is your first law degree?: _____

11. I am applying for: As a:
 Fall 20____ Full-time student
 Spring 20____ Part-time student

12. Indicate area of specialization:
 Business and Finance Law Government Procurement Law Litigation and Dispute Resolution
 Energy and Environmental Law International and Comparative Law National Security and
 Environmental Law International Environmental Law U.S. Foreign Relations Law
 Government Procurement and Environmental Law Intellectual Property Law General* _____
(U.S. law school graduates only, please indicate proposed area of specialization)

13. Have you applied previously for admission to any school of the George Washington University (degree or nondegree, on or off campus)?:
 Yes No If yes, for which semester and year?: _____
Semester Year

To which school was the application made?: _____

* U.S. law school graduates applying to the General LL.M. Program must submit, on a separate sheet, a list of the proposed classes and indicate the subject or area of research planned for a thesis.

Law School

THE GEORGE WASHINGTON UNIVERSITY

14. Have you ever registered in any school or department of the George Washington University, on or off campus?: Yes No

If yes, when did you last register?: _____
Semester Year

In which school or department?: _____

Provide your GWID number: _____

15. Gender: Male Female

16. Date of birth: _____ Birthplace: _____
Month Day Year City State/Province/District Country
(if other than U.S.)

17. Are you Hispanic or Latino? Yes No

Please indicate one or more races from the following: American Indian or Alaska native
 Asian
 Black or African-American
 Native Hawaiian or other Pacific Islander
 White

Under Title VI of the Civil Rights Act of 1964, we are required to ask the above question of U.S. citizens and permanent residents. Answers will not affect our admissions decisions. Your cooperation is requested and appreciated, but is not required.

18. Citizenship: _____
If you are a U.S. citizen and were not born in this country, indicate the date of entry into the U.S.: _____
Month Year

19. Visa information for non-U.S. citizens:
a. Are you presently in the U.S.?: Yes No If yes, when did you arrive in this country?: _____
Month Year

What is your current visa status?: _____ I-94 expiration date?: _____

(Optional) If presently in the U.S. on an F-1 or J-1 visa, please provide a photocopy of your I-20 or I-94 Form.

b. If you are applying from abroad, on which visa type do you intend to enter the U.S.?:
 A (Diplomatic) B (Temporary Visitor) F-1 (Student) Permanent
 G (Int'l Employee) J-1 (Exchange Visitor) Refugee Other: _____
Specify

c. Are you requesting an I-20 for an F-1 visa from this university?: Yes No

20. English Proficiency:
For all applicants who hold law degrees from institutions where English is not the language of instruction, a TOEFL or IELTS score is required.
The TOEFL or IELTS score requirement is not applicable if you received a degree from an institution where English was the sole medium of instruction. To choose "not applicable", be sure that your transcript indicates English as the sole medium of instruction or provide a letter from your university registrar's office to this effect.

a. Have you taken the TOEFL or IELTS tests?: Yes No Not Applicable

b. If yes, when?: _____

c. Score: _____

If you have not taken the TOEFL or IELTS test, and the requirement applies to you, please note that your application will not be reviewed until the TOEFL or IELTS score is received.

If you have registered to take the TOEFL or IELTS test on a future date, enter the test date: _____

Please arrange to send an official score report to the George Washington University Law School.

For the IELTS, list the George Washington University Law School to receive a score report.

For the TOEFL, use the Institution Code 5246, Department Code 03 for the George Washington University Law School.

21. Are you applying for Veteran Affairs (VA) benefits?: Yes No

(Question applies only to United States citizens)

22. Will you be funded by your employer?: Yes No

If yes, name of employer and/or company: _____

23. Have you ever been charged with or convicted of a crime other than a minor traffic violation, or are such charges pending?: Yes No

If yes, attach a separate explanatory statement.

24. Have you ever been denied admission to a bar because of failure to pass the examination or any other reason?: Yes No
If yes, attach a separate explanatory statement.
25. If admitted to a bar, are there any charges pending against you?: Yes No
If yes, attach a separate explanatory statement.
26. Give the names of two persons from whom you have requested letters of recommendation in support of your application.
1. _____
2. _____

All applicants will automatically be considered for merit and other scholarships, as appropriate, at the time of application. There is no separate scholarship application. Scholarships are awarded on the basis of academic merit and financial need.

For priority consideration, submit your application by March 15. Applications received after March 15 will continue to be reviewed and considered for scholarships as long as funding is available and on a space-available basis until June 1.

Scholarship students are required to maintain good academic standing at all times.

Scholarships available:

GW Law Merit Scholarship covers full or partial tuition for U.S. and non-U.S. law school graduates and is awarded on the basis of academic merit and financial need.

Thomas Buergenthal Scholarship covers full or partial tuition for non-U.S. law school graduates and is awarded on the basis of academic merit and financial need.

Ben Gupta Endowed Fund for International Legal Education provides need-based scholarships to non-U.S. law school graduates from the developing world.

The Licks Attorneys LL.M. Scholarship provides tuition assistance to Brazilian law graduates.

Richard P. Momsen Fund for Brazilian Law Graduates provides tuition assistance to Brazilian law school graduates with a special interest in U.S. constitutional law or intellectual property law.

The Honorable Gerald J. Mossinghoff Fellowship for Graduate Research in Intellectual Property Law is awarded annually to an LL.M. degree candidate who is a U.S. law school graduate. Preference will be given to a candidate specializing in the pharmaceutical field.

Randolph C. Shaw Graduate Fellowship is awarded to a U.S. law school graduate who is an LL.M. degree candidate in the Environmental Law program. The recipient will assist the program's director on a part-time basis.

GW Law welcomes veterans and participates in the Veterans Administration's Yellow Ribbon Program.

27. Will you receive GW employee tuition benefits for any/all of your tuition at GW? Yes No

If yes, how much?: US\$ _____ Name of person employed by GW: _____

28. Will you be funded by your employer or will your employer reimburse you for any/all of your tuition at GW? Yes No

If yes, how much?: US\$ _____ Name of employer: _____

29. List all sources of aid that you are seeking from organizations other than GW, and indicate how much you are requesting. (Do not include Federal Stafford, LAL, LSL, or other commercial educational loans or GW aid.)

| Source | Loan or Grant | Amount Requested | Will you receive this aid? |
|--------|---------------|------------------|--|
| _____ | _____ | _____ | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't know |
| _____ | _____ | _____ | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't know |

30. List chronologically every college, university, professional school, or other institution of higher learning (including law schools) previously attended. All institutions must be reported, whether or not credit was earned or is desired.

| NAME OF INSTITUTION | LOCATION (City & State or Country) | ATTENDANCE DATES | | MAJOR FIELD | TYPE OF DEGREE RECEIVED |
|---------------------|---------------------------------------|------------------|----|-------------|-------------------------|
| | | FROM | TO | | |
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31. Reason for leaving any law school attended:

32. Have you ever been subject to academic or disciplinary action (e.g., probation, suspension, dismissal, warning, invitation to withdraw) from any institution attended?: Yes No If yes, explain giving dates and details:

33. List completely and chronologically employment or other occupation since graduation from first institution of higher learning. (Do not repeat material covered in question 30 above. If unemployed for any period of time, indicate how time was used (e.g., in travel, at home, etc.).

| NAME AND LOCATION OF EMPLOYER | NATURE OF WORK | FROM (Month/Year) | TO (Month/Year) |
|-------------------------------|----------------|----------------------|--------------------|
| | | | |
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34. How did you hear about the LL.M. degree program at GW Law? _____

35. If admitted, would you like to be in contact with a member of our worldwide alumni network? Yes No

36. **Personal Statement:** On a separate page or pages, please provide any additional information you think might be of assistance to the Graduate Admissions Committee in evaluating your application, such as the reasons why you wish to pursue graduate study, a discussion of your background, or an explanation of any unusual aspects of your academic record. Include this statement with your completed application form. As scholarships are awarded on the basis of financial need and academic merit, the strongest applications will contain a convincing personal statement that demonstrates why the applicant needs and deserves a scholarship.
37. Include a copy of your résumé and/or curriculum vitae with this application.
38. Please check that you have:
- a. **Reviewed your application** to see that all information is complete and correct.
 - b. Included an **\$80 application fee**. Do not send cash. Make check or money order payable to the George Washington University. Fee must be paid in U.S. currency.
 - c. Included your **personal statement**.
 - d. Requested that **official transcripts** be sent directly to Graduate and International Programs, the George Washington University Law School, 2000 H Street, NW, Washington, DC 20052.
 - e. Had your **TOEFL** (Code 5246-03) or **IELTS score** sent directly to the George Washington University Law School.
 - f. Included your **recommendation letters** in signed, sealed envelopes, or had them sent directly to the George Washington University Law School.
 - g. Included your **résumé or CV**.

Please review your application carefully. By signing this application form, you certify that your application is complete and accurate. Purposefully omitting or inaccurately reporting information requested on this form may constitute an act of academic dishonesty. If such an act of dishonesty is admitted or discovered once you have gained admission, the Law School may impose sanctions including, but not limited to: disqualification for, or loss or denial of, scholarships, academic awards, or honors; a permanent notation of academic dishonesty on the student record; suspension or expulsion from the Law School; and suspension or revocation of a conferred degree. Moreover, some state bars check your law school admission application for honesty. Dishonesty on an admission application is an extremely serious obstacle to gaining admission to the practice of law.

I hereby certify that the information I have provided in response to the questions on this form, including information contained in any supplemental material submitted, is complete and accurate; and that the personal statement I have submitted in response to question 35 is my own work, and all factual representations made therein are true and correct.

39. _____
Applicant's Signature

Date

NOTICE OF NONDISCRIMINATION

The George Washington University does not unlawfully discriminate against any person on any basis prohibited by federal law, the District of Columbia Human Rights Act, or other applicable law, including without limitation, race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, or gender identity or expression. This policy covers all programs, services, policies, and procedures of the university, including admission to education programs and employment.

Inquiries concerning this policy and federal and local laws and regulations concerning discrimination in education and employment programs and activities may be directed to the university's Office of Equal Employment Opportunity and Affirmative Action, Suite 320, 2033 K Street, NW, Washington, DC 20052, (202) 994-9656. Inquiries may also be directed to the U.S. Department of Education Office for Civil Rights, the U.S. Equal Employment Opportunity Commission, or the applicable state or local agency (for example, the District of Columbia Office of Human Rights).

Questions regarding protections against discrimination on the basis of sex may be directed to the university's Title IX Coordinator, the Vice Provost for Diversity and Inclusion, 813 Rice Hall, 2121 Eye Street, NW, Washington, DC 20052, (202) 994-7440.

Questions regarding the protections against discrimination on the basis of disability may be directed to the university's Disability Services Coordinators. Students may contact the Associate Dean of Students, Administrative Services, Office of the Dean of Students, 401 Rice Hall, 2121 Eye Street, NW, Washington, DC 20052, (202) 994-6710, and other members of the university community may contact the Executive Director of Equal Employment Opportunity and Affirmative Action, Suite 320, 2033 K Street, NW, Washington, DC 20052, (202) 994-9633.

To request disability accommodations, students should contact the Office of Disability Support Services at (202) 994-8250 or dss@gwu.edu. Employees and other members of the university community should contact the Office of Equal Employment Opportunity and Affirmative Action at (202) 994-9656 or eeo@gwu.edu.

SECURITY AND FIRE SAFETY INFORMATION

GW is committed to assisting all members of the GW community to collectively achieve a safe campus environment. The annual security and fire safety compliance document is available on the GWPDP website at police.gwu.edu.

If you would like to receive a booklet called "The Annual Security and Fire Safety Report" which contains this information, you can stop by the GW Police Department at 801 22nd Street, NW, Rome Hall 101, Washington, DC, 20052 or you can request that a copy be mailed to you by calling (202) 994-6948.

The website and booklet contain information regarding campus security and personal safety including topics such as: crime prevention, fire safety, university police law enforcement authority, crime reporting policies, disciplinary procedures and other matters of importance related to security and safety on campus. They also contain information about crime statistics for the three previous calendar years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by GW; and on public property within, or immediately adjacent to and accessible from the campus.

This information is required by law and is provided by the George Washington University Police Department.

RECOMMENDATION FOR GRADUATE STUDY MASTER OF LAWS PROGRAMS

Graduate and International Programs • The George Washington University Law School • 2000 H Street, NW, Washington, DC 20052

NAME OF APPLICANT (Please print): _____

NAME OF RECOMMENDER: _____

To the Applicant:

Recommendation in support of your application for admission must be accompanied by this form. Please complete the form and send it to the person submitting your recommendation. All recommendations must be received by the applicable application deadline.

Federal legislation gives students an absolute right of access to letters of recommendation written on their behalf. If you matriculate, you may read these letters if you wish. You may also waive this right, but such a waiver may not be required as a condition of admission to or receipt of any other services or benefits from the George Washington University Law School.

It is entirely your choice whether to waive your right of access to letters of recommendation provided on your behalf. You should consider, however, that writers of letters of recommendation may be less candid in their evaluations if they know the candidate may read the letters than they would be if they knew that the letters remained confidential.

Please sign one of the following statements:

Waiver:

I have read the above information pertaining to letters of recommendation, and I hereby waive my right of access to this letter of recommendation. I authorize the recommender to provide all appropriate evaluations and information to the George Washington University Law School.

Signature of Applicant

Nonwaiver:

I do not waive my right of access to this letter of recommendation. I authorize the recommender to provide all appropriate evaluations and information to the George Washington University Law School.

Signature of Applicant

To the Person Writing a Letter of Recommendation:

Your recommendation will not be available for inspection by the applicant on whose behalf you are writing if the applicant indicates, by signing the waiver above, that he or she waives the right to see letters of recommendation written on his or her behalf. Letters of recommendation not accompanied by this form will be presumed to be available to the applicant. If you do not write on the reverse side of this form, please enclose it with your letter of recommendation.

The Graduate Admissions Committee appreciates your independent evaluation of the applicant, noting limitations as well as merits. We must choose from among many more applicants than it is possible to admit. We seek, therefore, to choose those applicants whose preparation, intellectual capacity, and maturity will best enable them to benefit from our rigorous program.

Please return your letter and this form directly to the address above.

Law School

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