

GENERAL ADMISSIONS APPLICATION INFORMATION

The Florida International University College of Law Admissions Committee seeks to enroll a diverse group of students who have demonstrated academic and personal achievement. The College of Law wishes to advance the intellectual growth of its students as well as their development of skills and values useful to the ethical, effective practice of law. In addition to academic excellence, the Admissions Committee values applicant experience demonstrating leadership ability, commitment to public service and command of global issues. The Committee encourages each applicant to answer all questions with candor, detail and, where appropriate, specific examples of relevant background experiences.

ADMISSIONS APPLICATION PROCEDURE

Please read the following instructions carefully before completing the enclosed application.

To apply for admission, you must provide the following documents before the application deadline. Applications for admission will not be processed more than one year in advance of the date for which entrance is sought.

1. Application for Admission - This application for admission form must be accompanied by your \$20.00 nonrefundable application fee (check or money order, U.S. currency only). This form must be completed in **full** and **signed**. Completed applications will be considered on a rolling basis beginning in late October. **The deadline for submission of a completed application is June 1, 2003.** Applications received or completed after this date will be considered only under extraordinary circumstances at the discretion of the Admissions Committee.

2. Admissions Test Scores (LSAT) – All applicants seeking admission to the FIU College of Law must take the Law School Admission Test (LSAT) and register with the Law School Data Assembly Service (LSDAS). Please contact LSDAS at Law Services, P.O. Box 2000, Newtown, PA 18940-0998, telephone number (215) 968-1001 or visit their web site at www.lsac.org to obtain a registration packet.

The FIU College of Law will not accept LSAT scores earned prior to June 1999. Students must sit for the LSAT no later than February 2003 for Fall 2003 application consideration.

3. Official Transcripts - An official transcript from each undergraduate, graduate and professional school attended must be sent directly to LSDAS. All candidates must have been awarded a baccalaureate degree from an accredited four-year institution prior to enrollment at the FIU College of Law.

Prior to matriculation, admitted students must request that their undergraduate, graduate and professional schools submit a final official transcript to the College of Law Director of Admissions.

4. Academic Honors, Extracurricular Activities and Work Experience – Applicants have the option of submitting a resume/curriculum vitae in lieu of completing Parts C and D of the application. Your resume/curriculum vitae should include examples of professional, academic, civic and extracurricular accomplishments (e.g. employment history, honors and awards, community and extracurricular activities, foreign language proficiencies, military service, etc.).

5. Recommendations – Three letters of recommendation are required. For current college students or recent graduates at least two of the three must be academic recommendations. Letters of recommendation should attest to the applicant's character and preparedness for law school study and the practice of law. The FIU College of Law prefers that these recommendations be submitted through LSDAS. Should you opt not to submit the letters of recommendation through LSDAS, please have your references submit evaluations on business letterhead, in a sealed envelop sent directly to the FIU College of Law Admissions Office.

International undergraduate and graduate students who register only for the LSAT must request that their letters of recommendation be sent directly to the Office of Admissions at the Florida International University College of Law.

6. Interviews – Interviews are not required for admission consideration and will not be factored into the Admissions Committee’s final decision regarding your application. However, the FIU College of Law encourages you to visit our community. Individual appointments and group informational sessions are scheduled throughout the year. Please contact the Director of Admissions (305) 348-8006 or visit our web site (www.fiu.edu/law) for further information.

7. Transfer Students – Prior to submitting a transfer application, prospective students should consult the American Bar Association rules addressing the accreditation process.

Students attending a law school accredited by the American Bar Association (ABA) may apply for transfer to the FIU College of Law if they are in good standing at their current institutions and their academic rank is in the upper-third of their first-year class.

Applicants who have received law degrees from another institution or bachelor’s degrees in conjunction with a law program are not eligible for transfer. Transfer credit will not be awarded for correspondence courses or for work not done in residence at an ABA-accredited law school. A maximum of 31 semester hours can be transferred.

Applicants must submit the following information:

- A completed law school application by June 1, 2003
- A letter of good standing from the Dean or Registrar of the current law school, including class rank (if class rank is available)
- An official law school transcript showing full first-year academic record
- A copy of the LSAT/LSDAS Report on file at the current law school
- Three letters of recommendation are required; at least one letter of recommendation must be submitted by a current law school faculty member
- A personal statement articulating reasons for wanting to transfer to the FIU College of Law

8. International Candidates – International candidates must also comply with the following requirements.

Foreign transcripts must be submitted for translation and evaluation to a member of the National Association of Credential Evaluation Services (NACES). To view a complete listing of NACES approved agencies visit www.NACES.org/ or call the Office of Admissions.

Candidates for whom English is not their first language must take the Test of English as a Foreign Language. Please contact T.O.E.F.L. at TOEFL-TSE Services, Educational Testing Services, P.O. Box 6151, Princeton, NJ, 08541-6151, telephone number (609) 771-7100, web site www.toefl.org. Candidates must request that scores be sent directly to FIU College of Law. **Candidates must request that scores be sent directly to the FIU College of Law Admissions Office. (Candidates who receive a 155 LSAT score or better may request a waiver of the TOEFL examination from the Office of Admissions.)**

9. Residency Classification – This section must be completed in **full** if you claim Florida residency for tuition purposes. If you have any questions about the form or its contents please contact the Office of Admissions at (305) 348-8006.

Send the signed application and \$20 application fee to:

Florida International University
College of Law
Office of Admissions, GL 475
Miami, FL 33199
Phone: (305)348-8006
Fax: (305) 348-2965
www.fiu.edu/law lawadmit@fiu.edu

INFORMATION FOR RESIDENCY CLASSIFICATION

A Florida "resident for tuition purposes" is a person who has, or a dependent person whose parent or legal guardian has, established and maintained legal residence in Florida for at least twelve months. Residence in Florida must be as a bona fide domicile rather than for the purpose of maintaining a residence incident to enrollment at an institution of higher education. To qualify as a Florida resident for tuition purposes you must be a U. S. Citizen, permanent resident alien, or legal alien granted indefinite stay by the Immigration and Naturalization Service. Persons not meeting the twelve-month legal residence requirement may be classified as Florida residents for tuition purposes only if they fall within one of the limited special categories authorized by the Florida Legislature and Board of Regents. All other persons are ineligible for classification as a Florida "resident for tuition purposes." Living in or attending school in Florida will not, in itself, establish legal residence. Students who depend on out-of-state parents for support are presumed to be legal residents of the same state as their parents.

NON-FLORIDA RESIDENTS

I understand that I do not qualify as a Florida resident for tuition purposes for the term for which this application is submitted and that if I should qualify for some future term it will be necessary for me to file the required documentation prior to the beginning of the term in order to be considered for Florida residency classification.

Signature in ink _____ Date _____

FLORIDA RESIDENTS

This section must be completed in full if you claim Florida residency for tuition purposes.

ATTACH COPIES (IF ANY) OF DOCUMENTATION REQUIRED

• A notarized copy of your and/or your parents' most recent tax return or other documentation may be requested to establish dependence/independence. **Dependent:** a person for whom 50% or more of his/her support is provided by another as defined by the Internal Revenue Service.

Independent: a person who provides more than 50% of his/her own support.

• A copy of marriage certificate is required in all cases of spouse claiming partner's residency.

- A.** I am an independent person and have maintained legal residence in Florida for at least 12 months.
- B.** I am a dependent person and my parent or legal guardian has maintained legal residence in Florida for at least 12 months. (Required: Copy of most recent tax return on which you were claimed as a dependent or other proof of dependency.)
- C.** I am a dependent person who has resided for five years with an adult relative other than my parent or legal guardian, and my relative has maintained legal residence in Florida for at least 12 months. (Required: Copy of most recent tax return on which you were claimed as a dependent or other proof of dependency.)
- D.** I am married to a person who has maintained legal residence in Florida for at least 12 months. I have now established legal residence and intend to make Florida my permanent home. (Required: Copy of marriage certificate, claimant's voter registration, driver license and vehicle registration.)
- E.** I was previously enrolled at a Florida state institution and classified as a Florida resident for tuition purposes. I abandoned my Florida domicile less than 12 months ago and am now re-establishing Florida legal residence.
- F.** According to the United States Immigration and Naturalization Service, I am a permanent resident alien or other legal alien granted indefinite stay and have maintained a domicile in Florida for at least twelve months. (Required: INS documentation and proof of residence status.)
- G.** I am a member of the armed services of the United States and I am stationed in Florida on active military duty pursuant to military orders, or whose home of record is Florida, or I am a member's spouse or dependent child. (Required: Copy of military orders of DD2058 showing home record.)
- H.** I am a full-time instructional or administrative employee employed by a Florida public school, community college or institution of higher education, or I am the employee's spouse or dependent child. (Required: Copy of scholarship papers.)
- I.** I am part of the Latin American/Caribbean scholarship program. (Required: Copy of scholarship papers.)
- J.** I am a qualified beneficiary under the terms of the Florida Pre-Paid Post-secondary Expense Program, S.240.551, F.S. (Required: Copy of card.)
- K.** I am living on the Isthmus of Panama and have completed 12 consecutive months of college work at the F.S.U. Panama Canal Branch, or I am the student's spouse or dependent child. (Required: Copy of marriage certificate or proof of dependency.)
- L.** I am a Southern Regional Education Board's Academic Common Market graduate student. (Required: Certification letter from State Coordinator.)
- M.** I am a full-time employee of a state agency or political subdivision of the state whose student fees are paid by the state agency or political subdivision for the purpose of job-related law enforcement or corrections training.
- N.** I am a McKnight Fellowship recipient. (Required: Verification from graduate studies.)

- Person claiming residence should complete this section **in full**.
- Documents supporting the establishment of legal residence must be dated, issued, or filed **12 months before the first day of classes** of the term for which a Florida resident classification is sought. All documentation is subject to verification.
- Additional documentation other than what is required above may be requested in some cases.

Please print.

- 1. Name of student: _____ 2. Student Social Security: _____
- 3. Name of person claiming Florida residency: _____ 4. Claimant's relationship to student: _____
- 5. Claimant's permanent legal address: _____ 6. Claimant's Telephone Number (____) _____

Street/PO Number _____ Apartment Number _____ City _____ State _____ Zip _____

- 7. Date claimant began establishing legal Florida residence and domicile: ____/____/____
- 8. Claimant's voter registration: State: _____ Number: _____ County: _____ Issue date: ____/____/____
- 9. Claimant's driver license: State: _____ Number: _____ Issue date: ____/____/____
- 10. Claimant's vehicle registration: State: _____ Tag Number: _____ Issue date: ____/____/____
- 11. **Non-U.S. Citizen only:** Resident Alien Number: _____ Issue date: ____/____/____

(Copy both sides of card required.)

I do hereby swear or affirm that the above named student meets all requirements indicated in the checked category above for classification as a Florida resident for tuition purposes. I understand that a false statement in this affidavit will subject me to penalties for making a false statement pursuant to 837.06, Florida Statutes and to BOR Rule 6C-6.001(6), F.A.C.

Signature of person claiming Florida residency (as listed in item #3 above) _____ Date _____

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FIU

FLORIDA INTERNATIONAL UNIVERSITY
Miami's public research university

College of Law

Application for Admission

Checks and money orders should be made payable to Florida International University. Do not send cash. Your application will not be processed without the required fee. Florida International University and the College of Law encourage admission applications from qualified students regardless of color, race, national origin, gender, disability, religion, sexual orientation, veteran status, or marital status.

Please choose one enrollment division and specify year - Fall term only (check only one)

_____ Full-Time / Day Division
Year

_____ Part-Time / Evening Division
Year

_____ Transfer Full-Time / Day Division
Year

_____ Transfer Part-Time / Evening Division
Year

A. Personal Information

Social Security Number: ____/____/____

Gender: M F

Prefix: Mr. Ms. Mrs.

Name: _____ (_____)
(Last) (First) (Middle) (Other name that may appear on credentials)

Date/Place of Birth: _____ (Date) _____ (Place) Nation of Citizenship: _____

Current mailing address: _____

Permanent mailing address: _____

Phone number: (____) _____ Work or daytime phone number: (____) _____

Fax number: (____) _____ E-mail address: _____

B. Educational Background

List all colleges, universities and law schools you have attended since high school graduation.

School name	City, State or Nation	Dates of attendance	Degree/Date	Credit hours

B. Educational Background (cont.)

If you have taken or plan to take any of the tests below, enter the month and year.

TEST	1 st Time Mo. Yr.	2 nd Time Mo. Yr.	3 rd Time Mo. Yr.	4 th Time Mo. Yr.
LSAT				
TOEFL				

How did you hear about FIU’s College of Law? Check all that apply.

- Campus visit
- College/University Professor
- College/University Fair
- City/Date _____
- FIU Web site
- Pre-law Advisor
- Other _____

C. Academic Honors and Extracurricular Activities

List all relevant academic honors received and extracurricular and community service activities.

D. Employment History (including Military Service)

Employer – Name and address	Months and years of Employment From To	Hours per week	Job description

E. Disciplinary Information

If you answer yes to any of the following questions, submit with your application a full statement of the relevant facts for all incidents. You may be required to furnish the College of Law with copies of all official documents explaining the final disposition of the proceedings.

- Have you ever been dropped, suspended, warned, placed on academic or disciplinary probation, disciplined, expelled, or requested or advised to resign from any post-secondary school, college, university, professional school or law school? ___Yes ___ No
- Are you currently the subject of any criminal or disciplinary proceedings? ___Yes ___No
- Have you ever been convicted of a crime, or charged with a violation of the law which resulted in probation, community service, a jail sentence or the revocation or suspension of your driver's license (include traffic violations resulting in a fine of \$200 or more)? ___Yes ___No
If your records were expunged pursuant to applicable law, you are not required to answer yes to this question. If you are unsure whether to answer yes, we strongly recommend answering yes and fully disclosing all incidents. By doing so, you may avoid risk of disciplinary action, revocation of admission offer, and investigation by the state Board of Bar Examiners.

F. Personal Statement

The Admissions Committee requires a personal statement. In no more than three typed, double-spaced pages, please discuss your reasons for pursuing a legal education and your goals or future plans upon graduation. You may discuss any obstacles that you have overcome (for example, English is not your native language, discrimination, economic or family hardship, severe medical condition, etc.).

G. Demographic Information

Each State University System institution is a recipient of federal dollars and is required by the federal government to solicit certain demographic information to meet federal reporting requirements. Applicants are requested to provide this information voluntarily.

- American Indian or Native Alaskan
- Asian or Pacific Islander
- Black (not of Hispanic origin)
- Hispanic
- White (not of Hispanic origin)
- Other_____

Non-U.S. citizens only: Are you a permanent resident alien?

___ Yes. Attach a copy of both sides of your permanent resident alien card.

___ No. What visa do you presently hold?

H. Recommendations

Please provide us with the names, employment positions, addresses, and phone numbers of the persons who will be forwarding recommendations on your behalf. Be sure to submit your application for admission to the College of Law prior to having your recommendations forwarded.

1. Name: _____

Employment position: _____

Mailing address: _____

Phone number: (____) _____ E-mail: _____

2. Name: _____

Employment position: _____

Mailing address: _____

Phone number: (____) _____ E-mail: _____

3. Name: _____

Employment position: _____

Mailing address: _____

Phone number: (____) _____ E-mail: _____

I. Application Certification

I understand this application for admission to the College of Law at Florida International University is valid only for the Fall 2003 entering class and for either the Full Time/Day or Part Time/Evening Division as indicated on page 1 of this application. I also understand and agree that I will be bound by the College of Law's regulations concerning application deadline dates and admission requirements. I further agree to the release of any transcript, student record, and test scores to this institution. I acknowledge a continuing obligation to promptly update the facts stated herein should they change during the pending of this application, prior to enrollment if accepted, or subsequent to enrollment. I certify that the information given in this application is complete and accurate, and I understand that to make false or fraudulent statements within this application or residence statement may result in dismissal or revocation of degree and may affect admission to the bar.

Signature

Date

