FORM A

GRADUATE LAW APPLICATION FOR ADMISSION
TO SJD PROGRAM
APPLICATION FEE - $100 APPLICATION DEADLINE - MARCH 1

TULANE LAW SCHOOL
Office of Admission - SJD Program
Weinmann Hall, Suite 203
New Orleans, Louisiana 70118-6231
tel 504.865.5930 *fax* 504.865.6710
admissions@law.tulane.edu
www.law.tulane.edu

FOR OFFICE USE ONLY:
Ltr 1____ Ltr 2____ Ltr 3____
TOEFL _____
Transcripts_____
Fee_____
Proposal_____

All questions must be answered unless the instructions state otherwise. Failure to answer a non-optional question may delay the processing of your application. After completing this form, you should submit it electronically.

Please note that the application deadline for the SJD program is March 1.

1. Salutation:_____ 2. Name:_____
Mr., Ms., or Dr. *First* *Middle* *Last*

3. US Social Security Number:_____ LSAC Account Number: L_____

If you change your address, please notify the Admission Office by e-mail.

4. Current address

_____

_____

(Number, Street and Apartment)

_____ _____
City, State, if USA (Country, if not USA) and ZIP Code *Telephone (include country code or area code)*

5. Additional or permanent address

_____

_____

(Number, Street and Apartment)

_____ _____
City, State, if USA (Country, if not USA) and ZIP Code *Telephone (include country code or area code)*

6. Next of kin:

Salutation: _____ Name: _____
Mr., Ms., or Dr. *Last* *First* *M.I.*

_____
(Number, Street and Apartment)

_____ _____
City, State, if USA (Country, if not USA) and ZIP Code *Telephone (include country code or area code)*

7. Contact Preferences:

(a) By what method is it best to attempt to reach you? _____

(b) E-mail address: _____

Alternative e-mail address, if any _____

(c) If you have access to a fax machine, please indicate the number (including country and city codes) and any special instructions for directing a fax to you:

_____

(d) Please indicate at which numbers we may telephone you, and during what hours it would be best to attempt to reach you:

_____ _____ _____ _____
Daytime telephone number *Hours* *Evening telephone number* *Hours*

NOTE: *Information about race and gender of applicants is needed by the school for statistical purposes. An applicant's gender will have no effect on the admission process. Neither gender nor race will be used in an unlawfully discriminatory manner. You are assured both by school policy and the Family Educational Rights and Privacy Act that the information will be confidential and accessible only to school officials, government agencies, and others with legitimate educational interest in the information. Answers to questions 8 through 10 are optional.*

8. (a) Are you Hispanic/Latino? ☐ Yes ☐ No

(b) Select all that apply:

☐ American Indian
☐ Alaska Native
☐ Asian
☐ Black
☐ Canadian Aboriginal
☐ Central American
☐ Chicano/Mexican
☐ Cuban
☐ Native Hawaiian or Other Pacific Islander
☐ Puerto Rican
☐ South American
☐ Other Spanish culture or origin: _____
☐ White
☐ Other: _____

9. Gender: ☐ Male ☐ Female

10. (a) Date of birth: _____ (b) Place of birth: _____
MM/DD/YYYY *City, State, and Country*

11. Country of citizenship _____

12. Permanent residence: _____
City, State, if USA (Country, if not USA)

13. From what school did you or will you receive your first law degree?

_____ _____
School/University *City, State, and Country*

14. From what school did you or will you receive the LL.M. degree?

_____ _____
School/University *City, State, and Country*

In what year did you or will you receive the LL.M. law degree? _____

15. (a) For your first law degree, please indicate your rank in law school (e.g., #_____of_____students), or the percentile of the class in which you fell (e.g., top 10%, top half, etc.). Please provide supporting documentation.

Your rank or percentile: _____

If your school does not provide class rank, arrange for us to receive a letter from your school confirming that it does not rank its students and providing some means for us to judge your strength as a student. We must have some indication of how you compared to other students in your graduating class. Indicate here _____ whether you are arranging for us to receive a letter from your school.
YES/NO

(b) Your overall or cumulative grade average in law school: _____

(Please describe the grading scale: _____)

Failure to provide the information requested in questions 15(a) and (b) will result in delays in the processing of your application.

16. (a) List below all colleges and universities you have attended, whether or not you received a degree, beginning with current or most recent. *(Include regular and summer sessions, undergraduate and graduate work, and use an electronic attachment if more space is needed.)*

Name of Institution	Dates Attended (MM/YY-MM/YY)	Major Field	Title of Degree Date Awarded (MM/YY)

(b) Please indicate whether you will ☐ use the LLM Credential Service (LLM CAS), or

☐ forward transcripts directly to Tulane.

17. List the academic honors, awards, or other recognitions you have received, and explain the basis upon which they were made. *(Use an electronic attachment if more space is necessary.)*

Award/Honor	Date received	Basis upon which you received award or honor

18. List your extracurricular, community, or other activities in the order of their importance to you. Give a brief description of your involvement, including any special responsibilities or leadership positions held. *(Use an electronic attachment if more space is needed.)*

Activity	Dates	Description of your involvement	Did you pursue this activity in order to fulfill a requirement or to discharge an obligation?
			Yes ☐ No ☐
			Yes ☐ No ☐
			Yes ☐ No ☐
			Yes ☐ No ☐

19. What is your native language? _____

If your native language is not English, please respond to the following questions:

(a) For how many years have you formally studied English? _____

(b) What special courses in English have you taken? _____

(c) What was your score on the Test of English as a Foreign Language (TOEFL)? _____

On the Test of Written English (TWE)? _____ On the Test of Spoken English (TSE)? _____

(d) If you are not currently enrolled in the Tulane Law School LLM Program, please provide your TOEFL registration number _____, and indicate the date by which you will arrange to have your most recent TOEFL, TWE, and TSE scores forwarded directly to the Tulane Law School Office of Admission: _____

(e) If you took the IELTS instead of the TOEFL, what was your band score? _____

NOTE: *An official report of your score must be sent to the Committee on Graduate Admission, Tulane Law School, Weinmann Hall, Suite 203, New Orleans, LA 70118-6231.*

20. (a) What prompted you to apply to Tulane Law School?

- ☐ Recommendation of a current student at Tulane Law School
- ☐ Relative's recommendation
- ☐ Tulane representative at your university or other recruiting event
- ☐ Contacted by Tulane
- ☐ Recommendation of alumnus of Tulane Law School
- ☐ Recommendation of a faculty member or other advisor
- ☐ A Tulane publication
- ☐ Own knowledge of Tulane
- ☐ A general publication about law or graduate schools *(which one?* _____*)*
- ☐ Other _____

Note: The failure to disclose an act or event in response to question 21 or 22 is often more significant, and can lead to more serious consequences, than the act or event itself. Failure to provide truthful answers, or failure to inform the Office of Admission of any changes to your answers, may result in revocation of admission or in disciplinary action by the Law School or in denial of permission to practice law by bar authorities. If you are unsure as to whether to make a disclosure, we urge you to err in favor of disclosure.

21. (a) Have you ever been subject to disciplinary action (for scholastic or other reasons) in any of the colleges, universities, graduate or professional schools you have attended? This includes being 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 or No)* _____

(b) Are there any disciplinary charges currently pending or expected to be brought against you? *(Yes or No)* _____

(c) If you answered yes to either of the two questions above, please electronically attach a full explanation of the reasons for, and circumstances surrounding, the disciplinary action(s), or pending disciplinary actions, including relevant dates.

Please note also that it is your responsibility to update your application by notifying the Tulane Admission Office if any disciplinary charges are filed or are expected to be filed between the date you submit this application and the date you enroll at Tulane.

22. (a) Have you ever been charged with, arrested for, convicted of, pled guilty or nolo contendre for a violation of any law? (For purposes of this question, a conviction includes a verdict or finding of guilt, regardless of whether sentence is imposed by the court. You must also disclose offenses which resulted in purged, sealed, obliterated, dismissed, or destroyed records, regardless of whether you have been told that you need not disclose any such event.) If you are not sure about the nature or ultimate disposition of a particular charge, you are advised to make a full disclosure, as a subsequent finding that you failed to disclose relevant information could have disqualifying consequences. *(Yes or No)* _____

(b) Are there any criminal charges pending or expected to be brought against you? *(Yes or No)* _____

(c) If the answer to either of the two questions above is yes, please electronically attach a full explanation of the reasons for, and circumstances surrounding your arrest(s) or conviction(s), or pending charges, including relevant dates.

Please note that it is your responsibility to update your application by notifying the Tulane Admission Office if any criminal charges are filed or expected to be filed between the date you submit this application and the date you enroll at Tulane.

23. If you have any close relatives who have been students at Tulane University, please list them below.

Name	Division Attended	Dates of Attendance at Tulane (MM/YY-MM/YY)

24. Please list below all paid employment positions, starting with the most recent. *(Use an electronic attachment if more space is needed.)*

Dates (MM/YY-MM/YY)	Employer	Part-time/ Full-time	Position and Responsibilities	Reasons for Leaving

25. Please list any unpaid internship positions:

Dates (MM/YY-MM/YY)	Internship site	Part-time/ Full-time	Position and Responsibilities	Reasons for Leaving

26. Have you served, or are you now serving on full-time active military duty? *(Yes or No)* _____

Date of entrance _____
MM/DD/YY

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

27. Are you applying, or have you applied, to other law schools? If so, please list them. (This information is requested to facilitate a survey being made by the Office of Admission, and because it is often useful for counseling purposes. It will not affect your application for admission in any way.)

_____

_____

_____

_____

28. (a) Electronically attach a statement describing how your LLM studies have furthered your understanding of law and legal processes and assisted you in attaining your intellectual and career objectives.

(b) Electronically attach a brief description of your reasons for wishing to pursue the S.J.D. at Tulane Law School.

(c) Electronically attach a brief statement describing the area of law you will pursue as a candidate for the S.J.D.

(d) Submit (as an electronic attachment) a list of citations of any published work, and submit copies of any unpublished relevant writing as evidence of ability to perform scholarly research.

(e) Indicate on an electronic attachment which faculty members at Tulane Law School might appropriately supervise your S.J.D. research. Indicate whether you have contacted any of these faculty members.

(f) Indicate on an electronic attachment the names and contact information for the three individuals who will write letters of recommendation on your behalf.

29. Provide a comprehensive description of your S.J.D. research proposal. At a minimum, the research proposal must show the promise of making an original and significant contribution to legal scholarship. The proposal should include a description of research already done by you in the proposal area, as well as any work you have already written or published. The proposal should make clear the value of the proposed topic to the advancement of understanding of the law. Most successful proposals are approximately 50 pages in length. You may attach this document electronically.

30. Financial sponsors, if any: _____

_____

31. A letter of financial verification for visa purposes is required if you are not a citizen of the United States.

Check here ☐ if you are enclosing (scanning and electronically attaching) this letter with the application.

Check here ☐ if you will wait until you have received an admission decision.

32. I will pay the $100 application fee:

☐ by credit card; I will provide my credit card information to Tulane Law School through the Credit Card Payment Form.

☐ by check or money order sent directly to Tulane Law School

33. By signing the application, electronically transmitting it, or printing, signing, and mailing the Certification Letter, I certify that the information provided in my application to Tulane Law School is true and understand that any such information found to be false may constitute grounds for revocation of an offer of admission or for dismissal.

_____ _____

Signature *Date*

Tulane University is an Affirmative Action/Equal Opportunity institution, and consequently its policy of nondiscrimination includes recruitment and employment, admission and access, retention and promotion of the most qualified students, faculty, and staff, regardless of an individual's race, sex, color, religion, national/ethnic origin, age, handicap, citizenship, marital status, sexual orientation, or veteran status. Tulane University does not discriminate in its provision of services and benefits nor in its treatment of students, patients, and employees. Inquiries regarding this policy should be referred to the Affirmative Action Office. Tulane Law School's policy is the same as that of the University.

(Not to be completed by applicant)

The above applicant is admitted to the _____ class on the basis of the _____ degree

received on _____ from _____.

Date of acceptance _____ **Associate Dean:** _____