

Application Instructions

Introduction

DePaul University derives its title and fundamental mission from St. Vincent de Paul, who advocated serving urgent human needs and ennobling the dignity of each person. At the College of Law, in admitting students, we place greatest weight on intellectual potential and academic achievement. We also seek diversity in students' special talents, qualities, interests and socioeconomic and cultural backgrounds. Having students with different interests, goals, life experiences, and backgrounds is critical in order to ensure the robust exchange of ideas that is called for in training lawyers and potential leaders. Toward this end, we seek a student body that exhibits outstanding academic and professional promise with varied backgrounds and experience.

DePaul University College of Law also is committed to improving the legal community by educating students who will serve the public and legal profession in ways that enhance the social, economic, cultural and ethical values in the broader community.

DePaul University has a nondiscriminatory admission policy; it is the policy of DePaul University that no person shall be the object of discrimination or harassment on the basis of race, color, ethnicity, religion, sex, gender, gender identity, sexual orientation, national origin, age, marital status, pregnancy, parental status, family relationship status, physical or mental disability, military status, genetic information or other status protected by local, state, or federal law in its employment or its educational settings.

Transfer Admission Policy

DePaul University College of Law welcomes applications from students who will have completed, within the preceding two years, at least one year of study at another ABA-accredited law school. Transfer applicants may apply for admission to the day and evening programs during the fall and spring semesters. Transfer applicants admitted to the College of Law may receive up to 29 hours of credit toward the Juris Doctor degree. The determination of applicable credit is made upon admission. DePaul University College of Law does not have an articulation agreement with any university or law school program regarding transfer admission.

Admission to DePaul University College of Law is competitive. In evaluating transfer applicants, the Admissions Committee will consider the applicant's undergraduate academic record, LSAT and/or GRE score, law school grades, personal statement, letter of recommendation or evaluation, and other information requested in the application. The applicant's law school grades are weighted heavily in the process.

Transfer applicants are required to submit the following: transfer application form, one letter of recommendation from a law school professor, personal statement, and current CAS report from LSAC. In addition, transfer applicants must submit directly to the Office of Law Admissions: (1) letter of academic standing indicating eligibility to return from all previously attended law schools; and (2) law school transcripts from all previously attended law schools. Class ranks are not required to evaluate an applicant's transfer application.

Although there is no absolute deadline by which applicants should submit their application materials, transfer applicants should have their application and all necessary application documents on file with the Office of Law Admissions at least one month prior to the semester in which they intend to enroll. The vast majority of applicants apply for fall admission. If applying for fall admission, students should submit the application form and required documents during their spring semester of law school. The student should make arrangements for an official transcript to be sent to the Office of Law Admissions immediately after the student's spring grades have posted. While a transcript showing spring grades generally is required to review the application, the Admissions Committee may make an exception and grant a conditional admission based upon an applicant's strong academic performance in the fall semester.

ELECTRONIC TRANSFER APPLICATION PROCESS INSTRUCTIONS

This document provides a general overview of the electronic application process and the materials that should accompany the application for admission. After reading all of the application instructions, please review the "Application Checklist" to obtain a list of the required documents.

Electronic Application

All transfer applicants must submit all materials electronically through the Law School Admission Council (LSAC) and register with the LSAC Credential Assembly Service (CAS). We only accept applications submitted through the LSAC electronic application. We will not accept any paper application materials or paper updates to your application. Paper material and updates will not be retained or reviewed by the Admissions Committee and will be discarded. You are welcome to submit

updates to your file electronically. Application update materials may be submitted to lawinfo@depaul.edu. Please include your name and LSAC Account number on each attachment.

Disabled applicants in need of a reasonable accommodation to complete the application process, or other applicants who require a paper application, should contact the Office of Law Admissions at 312.362.6831 or by emailing lawinfo@depaul.edu with their request.

Letter of Recommendation

One letter of recommendation from a law school professor is required for all transfer applicants. Additional letters of recommendation are welcome. Additional letters of recommendation also may be submitted by employers or colleagues who are in positions to make critical and informed appraisals of a transfer applicant's qualifications. Letters of recommendation must be submitted through the Credential Assembly Service (CAS).

Law School Transcripts and Letters of Academic Standing

Transfer applicants must have sent to the Office of Law Admissions a letter of academic standing indicating eligibility to return from all previously attended law schools. Transfer applicants also must submit to the Office of Law Admissions law school transcripts from all previously attended law schools. A class rank is not required, but may be helpful to the Committee.

No Application Fee

There is no application fee to apply for transfer JD admission.

Personal Statement

A personal statement is required and must be electronically attached to the transfer application for admission. It should not exceed two pages, and may provide the Admissions Committee with information regarding such matters as intellectual interests and pursuits; personal, family or educational background; experiences and talents of special interest; reasons for applying to transfer as they may relate to personal goals and professional expectations; or any other factors that will assist the committee's evaluation of the applicant's candidacy for admission.

Applicants also may describe, either within the personal statement or as an addendum, how their admission would contribute to the diversity of the College of Law.

Résumé

A current résumé is strongly recommended and may be electronically attached to the application for admission. It should not exceed two pages. It should include a complete employment record and identify honors, scholarships, and commendations received; membership in any scholastic, honorary, and professional associations; as well as community, volunteer, and extracurricular activities.

Law School Admission Test (LSAT) or Graduate Record Examinations (GRE)/ Transcripts/Credential Assembly Service

All applicants must take the Law School Admission Test (LSAT) and/or the Graduate Record Examinations (GRE).

All applicants must submit all transcripts for all postsecondary academic work. Final transcripts indicating the conferral of a baccalaureate degree are required prior to matriculation into the College of Law. If an applicant has both LSAT and GRE scores, the LSAT score will be the primary test score considered for admissions purposes, with the GRE as a secondary factor taken into admissions consideration. Applicants should have their GRE score reported by the Educational Testing Service (ETS) directly to DePaul College of Law (GRE institution code number 4025).

All applicants must register with the Credential Assembly Service (CAS). Please visit the Law School Admission Council website at LSAC.org for additional information. CAS will assemble an applicant's LSAT score, academic transcripts and letter (s) of recommendation and send directly to the College of Law.

International Applicant Information

Applicants who have earned degrees or received diplomas from international institutions must submit all materials required of transfer Juris Doctor applicants.

In addition, transfer applicants who have completed coursework or earned degrees from international institutions should submit their international transcripts through LSAC's Credential Assembly Service. This service is included in the standard Credential Assembly Service fee. International transcripts received will be sent to the American Association of Collegiate Registrars and Admissions Officers (AACRAO) where the transcript will be authenticated and analyzed. The data will be assembled into an International Credential Evaluation document that contains AACRAO's summary, copies of the transcripts (and translations, as necessary), and a TOEFL, IELTS or Duolingo English Test score, if applicable.

Applicants who were educated in international countries, at institutions where English is not the primary language, must also register for the TOEFL (www.toefl.org), IELTS (www.ielts.org) or Duolingo English Test (englishtest.duolingo.com). Applicants who register for the TOEFL must advise Educational Testing Service (ETS) to send their TOEFL score to DePaul University College of Law (institution code number 1165).

LSAC will incorporate the applicant's International Credential Evaluation, TOEFL, IELTS or Duolingo English Test score and associated documents into the CAS report. While the College of Law strongly encourages international applicants to submit their international transcripts to CAS, we also will accept detailed evaluation reports from Educational Credential Evaluators (www.eca.org), World Educational Services (www.wes.org), or from any other member of the National Association of Credential Evaluation Services.

For additional information, including a copy of the Financial Affidavit of Support Form for International Students, please visit <https://offices.depaul.edu/international-admission/Pages/default.aspx>.

Tuition and Fees for Academic Year 2022-2023 and Financial Aid

The tuition rate for the full-time day program is guaranteed for two consecutive years for full-time day program transfer students. The tuition figures below are for JD students who enrolled in the 2022-2023 academic year. Tuition figures for the 2022-2023 academic year will be released in spring 2023. All policies are under continual review. The Board of Trustees reserves the right to change tuition and fees as conditions require.

2022-2023 Tuition

JD Full-Time Day Program Package: \$50,636

JD Evening Program: \$32,900

Per Credit Hour: \$1,655

General Fees per Semester

Law Journals: \$25

Law Activity Fee: \$20

Loan Repayment Assistance Program: \$10

VENTRA U-Pass: \$168

Late Tuition Payment: \$100

Service Fee for Returned Check: \$25

Athletic Fee: \$25

Financial Assistance

DePaul University and the College of Law provide a range of financial assistance in the form of loans and scholarships. Should you wish to apply for financial assistance, indicate your intent in the application for admission. Financial aid applications will be available shortly after October 1, 2022.

Need-Based Assistance

To apply for loans for the 2023-2024 academic year, the Free Application for Federal Student Aid (FAFSA) is required and can be obtained after October 1, 2022, at colleges and universities or at the FAFSA website (www.fafsa.ed.gov). The FAFSA code for DePaul University College of Law is 001671. The FAFSA must be complete and on file in the Office of Financial Aid on or before March 1, 2023, in order to receive full consideration for DePaul-administered financial aid.

For additional financial aid and scholarship information, visit the DePaul University College of Law website at <https://law.depaul.edu/admission/tuition-scholarships-aid/Pages/default.aspx>.

Checklist: DePaul University College of Law

Transfer Applicants

- Register for the Credential Assembly Service (CAS).
- Complete and submit an online application.
- Write a personal statement not exceeding two pages and submit it with your online application.
- Submit at least one letter of recommendation from a law school professor to the Law School Admission Council (LSAC).
- Submit a letter of academic standing indicating eligibility to return from all previously attended law schools.
- Submit law school transcripts from all previously attended law schools. Submit one official transcript from every undergraduate college or university attended directly to the Credential Assembly Service.
- A résumé not exceeding two pages is encouraged.

International Transfer Applicants

- Register with the Credential Assembly Service. We will also accept detailed evaluation reports from any member of the National Association of Credential Evaluation Services.
- Register for and take the TOEFL, IELTS or Duolingo English Test, if international education was not in the English language. TOEFL score should be sent to DePaul University College of Law (institution code number 1165).
- Complete and submit an online application.
- Submit at least one letter of recommendation from a law school professor to the Law School Admission Council (LSAC).
- Submit a letter of academic standing indicating eligibility to return from all previously attended law schools.
- Submit law school transcripts from all previously attended law schools. Submit one official transcript from every undergraduate college or university attended directly to the Credential Assembly Service.
- A résumé not exceeding two pages is encouraged.



Biographical

Prefix

___ Dr.

___ Mr.

___ Ms.

___ Mx.

First (given) name

Middle name/initial

Last (family) name

Suffix

Previous (other) name

Preferred or chosen first name

Date of birth

Place of birth: City

Place of birth:

Gender

___ Male

___ Female



Biographical continued

SSN/SIN (do not include dashes)

Account Number

Do you identify as a first-generation student?

Yes

No

If you answered yes to the previous question, please indicate in which way(s) you identify as a first-generation student.

Contact Information

Current Address

Country _____

Street address--line 1 _____

Street address--line 2 _____

Street address--line 3 _____

City _____

State/province _____

Zip/postal code _____

Current mailing address good until date _____

Day phone _____

Evening phone _____



Contact Information continued

Permanent Address

Country _____

Street address--line 1 _____

Street address--line 2 _____

Street address--line 3 _____

City _____

State/province _____

Zip/postal code _____

Permanent mailing address good until date _____

Day phone _____

Evening phone _____

Other Contact Information

Primary e-mail address _____

Secondary e-mail address _____

Permanent e-mail address _____

Mobile phone _____

DePaul University College of Law can send text messages to my mobile phone.

Yes

No

Demographics

Citizenship

Citizenship

Non-Resident Alien

US Citizen

US Permanent Resident

Country of citizenship _____

Visa type _____

Visa/SEVIS number _____

Permanent resident number _____

Permanent city _____

Permanent state/province _____

Permanent country _____



Demographics continued

Native language _____

Ethnicity

Are you Hispanic or Latino?

Yes

No

If you selected 'Yes' to the above question, select an ethnicity.

Hispanic/Latino

What is your race? Select one or more races to indicate what you consider yourself to be.

Aboriginal or Torres Strait Islander Australian

Aboriginal/Torres Strait Isl. Australian

American Indian or Alaska Native

American Indian/Alaskan Native

Asian

Asian

Black or African American

Black/African American

Canadian Aboriginal/Indigenous

Canadian Aboriginal/Indigenous

Caucasian/White

Caucasian/White

Native Hawaiian or Other Pacific Islander

Native Hawaiian/Other Pacific Islander

Puerto Rican

Puerto Rican

Consent

Decline to respond

Tribal Affiliation

Tribal affiliation or village name _____



Demographics continued

Enrollment number (enrolled members only) _____

Family

Next of Kin/Emergency Contact

Salutation _____

First (given) name _____

Middle name/initial _____

Last (family) name _____

Relationship to applicant _____

Telephone (include area code) _____

Country _____

Street address--line 1 _____

Street address--line 2 _____

Street address--line 3 _____

City _____

State/province _____

Zip/postal code _____

If you have any close relatives who have been students at this university, please provide the following information.

Relative 1

____ Law school ____ University

First (given) name _____

Middle name/initial _____

Last (family) name _____

Relationship to applicant _____

School attended _____

Start date (month/year) _____

End date (month/year) _____

Degree awarded _____

Relative 2

____ Law school ____ University

First (given) name _____

Middle name/initial _____

Last (family) name _____

Relationship to applicant _____

School attended _____

Start date (month/year) _____

End date (month/year) _____

Degree awarded _____



Family continued

Parent/Guardian - 1

Choose not to answer

Deceased

First (given) name _____

Middle name/initial _____

Last (family) name _____

Occupation _____

Highest level of education _____

Country _____

Street address--line 1 _____

Street address--line 2 _____

Street address--line 3 _____

City _____

State/province _____

Zip/postal code _____

Parent/Guardian - 2

Choose not to answer

Deceased

First (given) name _____

Middle name/initial _____

Last (family) name _____

Occupation _____

Highest level of education _____

Country _____

Street address--line 1 _____

Street address--line 2 _____

Street address--line 3 _____

City _____

State/province _____

Zip/postal code _____

Program

Please indicate the program (Full-Time Day or Evening), to which you are applying:

Full Time Day

Part Time Evening

Please indicate the academic term to which you are applying:

Fall 2023

Law School Interest

What prompted you to apply to this law school?

Internet

- ABA
- Law School
- LSAC
- Other

Faculty/Alumni/Professional

- Admissions recruiter
- Alumni
- Faculty/acquaintance
- Law school faculty member
- Legal professional
- Prelaw advisor
- Relative
- University/college faculty member

Publications

- Law school publication
- LSAC Official Guide to ABA Law Schools
- Other advertisement
- Princeton Review
- US News & World Report

Recruiting Events

- Campus event
- Current student
- International forum
- Law school direct mail/e-mail
- Law school fair
- LSAC Forum

If you attended any events mentioned in the Recruiting Events section, please list them below:

Have you previously applied to this law school?

- Yes
- No

If you applied previously, what year was the application for? _____

Were you offered admission?

- Yes
- No

Are you applying, or have you applied, to other law schools? If so, please list them.



Standardized Testing

LSAT

Test Date

Test Score

_____	_____
_____	_____
_____	_____

Education

List ALL educational institutions attended.

Institution type High School Undergraduate Graduate Law Other Post Graduate

Institution name _____

Major _____

Country _____ Start date _____

State/Province _____ End date _____

City _____ Degree _____

GPA _____ Date degree granted _____

Rank _____

Institution type High School Undergraduate Graduate Law Other Post Graduate

Institution name _____

Major _____

Country _____ Start date _____

State/Province _____ End date _____

City _____ Degree _____

GPA _____ Date degree granted _____

Rank _____



Education continued

Institution type High School Undergraduate Graduate Law Other Post Graduate

Institution name _____

Major _____

Country _____ Start date _____

State/Province _____ End date _____

City _____ Degree _____

GPA _____ Date degree granted _____

Rank _____

Institution type High School Undergraduate Graduate Law Other Post Graduate

Institution name _____

Major _____

Country _____ Start date _____

State/Province _____ End date _____

City _____ Degree _____

GPA _____ Date degree granted _____

Rank _____

Have you ever attended any law school?

Yes

No

Did you leave the law school under less than good standing?

Yes

No

If you did not leave the law school in good standing, explain the circumstances.

List the academic honors, awards, or other recognitions you have received and explain the reason(s) upon which awards were made.



Education continued

Employment

List all employment including internships.

Employment type Full-time Part-time Internship Unpaid Internship

Employer _____

Position _____ Country _____

Hours per week _____ State/Province _____

Start date _____ City _____

End date _____

Reason for leaving _____

Employment type Full-time Part-time Internship Unpaid Internship

Employer _____

Position _____ Country _____

Hours per week _____ State/Province _____

Start date _____ City _____

End date _____

Reason for leaving _____

Employment type Full-time Part-time Internship Unpaid Internship

Employer _____

Position _____ Country _____

Hours per week _____ State/Province _____

Start date _____ City _____

End date _____

Reason for leaving _____



Employment continued

Employment type Full-time Part-time Internship Unpaid Internship

Employer _____

Position _____ Country _____

Hours per week _____ State/Province _____

Start date _____ City _____

End date _____

Reason for leaving _____

Total number of months full-time work experience.

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.

Coursework

If you have an interest in pursuing a certificate program or specialization, please indicate which specialization(s) you may pursue. Please try to limit your selection to no more than three of the following:

- Arts and Museum Law
- Business Law
- Criminal Law
- Family Law
- Health Care Compliance
- Health Law
- Human Rights Law
- Immigration Law
- IT, Cybersecurity & Data Privacy Law
- Intellectual Property/Info Tech Law
- International and Comparative Law
- Litigation
- Patent Law
- Public Interest Law
- Taxation
- Other
- No Specific Interests

Character and Fitness

In addition to a bar examination, there are character, fitness, and other qualifications for admission to the bar in every U.S. jurisdiction. Applicants are encouraged to determine the requirements for any jurisdiction in which they intend to seek admission by contacting the jurisdiction. Addresses for all relevant agencies are available through the National Conference of Bar Examiners.

The American Bar Association requires that law schools advise each applicant that state bar requirements deal with the Character and Fitness of an applicant at the time he or she seeks certification to register for admission to the bar. It further allows the law school to seek information on character and fitness to ensure that appropriate law school qualifications are met. The following questions are representative of areas of inquiry made by bar authorities in most states and must be answered with a "yes" or "no." Failure to do so will delay action by the Admission Committee.

Indicate "no" if not applicable. If "yes," on an electronic attachment, state fully all the facts, including dates and results. Your answer(s) must fully apprise the Committee of all relevant issues and facts. You are advised to answer these questions in detail because similar, but more detailed information, such as copies of all police and court records, must be disclosed at the time you apply for admission to the bar.

If you answer "yes" to any of the Character and Fitness questions, you must provide details on an electronic attachment for each question you answered "yes" to.

Have you ever been dropped, dismissed, suspended, placed on probation, disciplined, or expelled from any school, college, or similar institution for academic or any other reason?

Yes

No

If you were ever dropped, dismissed, placed on probation, disciplined, or expelled from any school, college, or similar institution, were you accused of any dishonesty therewith?

Yes

No

Have you ever been convicted of a felony or is there now pending against you any indictment, criminal information or criminal complaint charging a felony offense?

Yes

No

Have you been detained, arrested, summoned into court, cited, indicted, adjudicated guilty or convicted in any criminal, municipal, military or juvenile proceeding? If yes, you must disclose each instance even though the charges have been dismissed or you were acquitted or adjudication was withheld or a conviction was reversed, set aside, vacated, or the record sealed or expunged and regardless of whether you have been told you need not disclose any such instances.

Yes

No

Have you ever been charged with any traffic violation that involved felonious conduct, the use or possession of alcohol or drugs, or which resulted in time spent in custody, or a fine of \$350 or more, or the revocation or suspension of your driver's license?

Yes

No

Were you ever accused by an employer, supervisor, or associate of dishonesty in connection with any employment or occupation, or have you ever been discharged by an employer?

Yes

No

Character and Fitness continued

Have you ever been suspended, disqualified, or otherwise disciplined as a member of any profession or in military service?

Yes

No

Do you currently have any debt or obligation greater than \$500 that is reported as more than 2 months past due, including, without limitation, credit card debts, charge accounts, medical bills, student loans, bank loans and court-ordered obligations to pay child support, alimony and family support? If any of the obligations are more than 2 months past due, you must disclose each instance of debt or obligation and the surrounding circumstances.

Yes

No

Military Service

Have you served or are you now serving on fulltime, active military duty?

Yes

No

What period did you serve in the military?

Rank

Expected military reserve or National Guard status during law school

Branch

Discharge Type

Have you ever been separated from any branch of the US armed forces under less than honorable conditions?

Yes

No

Military Service continued

If you have been separated from any branch of the US armed forces under less than honorable conditions, explain the circumstances. (maximum characters 500)

Are you eligible to receive education benefits through the Department of Veteran Affairs (VA)?

Yes

No

Financial Aid

Are you applying for financial aid?

Yes

No

Are you applying for academic scholarship?

Yes

No

Are you applying for a need based scholarship?

Yes

No

Certification Letter

It is the policy of DePaul University that no person shall be the object of discrimination or harassment on the basis of race, color, ethnicity, religion, sex, gender, gender identity, sexual orientation, national origin, age, marital status, pregnancy, parental status, family relationship status, physical or mental disability, military status, genetic information or other status protected by local, state, or federal law in its employment or its educational settings.

This is to inform you that I have applied to your law school electronically through the Law School Admission Council (LSAC). You will receive a completed copy of my application directly from LSAC.

By submitting this form, I submit that this is my own work and that, to the best of my knowledge, the information submitted is true. I understand and agree that this application will be invalid if information is withheld or misinformation is given, and that admission and credit earned through an invalid application may be canceled. I understand that all credentials submitted with this application become the property of DePaul University and will not be returned. I understand and agree that DePaul University reserves the right to verify the information submitted by, among other things, contacting other educational institutions.

If admitted, I agree to notify immediately the Assistant Dean of Student Affairs at DePaul University College of Law of any changes or incidents that would impact my answers to the Character and Fitness questions on this application. This is a continuign obligation for the duration of the student's enrollment. If admitted, I also agree to comply with all rules and regulations of the university.

I acknowledge that I have proofread my application and that all information I am about to submit to LSAC for transmission is true and accurate. LSAC is authorized to transmit this electronic signature and my law school application.

____ I acknowledge the above statement.