

The Admission Process

The Admission Decision

The Faculty Admissions Committee makes each admission decision based on its estimation of the applicant's potential for academic success. The Committee grants each applicant a full and careful review of all information provided at the time of review. The members of the Committee carefully consider the required elements including the LSAT score(s), undergraduate grades, personal statement and letters of recommendation, as well as optional items such as a current résumé or other addenda. No single item in an applicant file defines the outcome of an admission decision. Western State strives for a diverse student body and seeks to admit individuals whose personal, academic or professional background and experience will contribute to the diversity of the law school community, the legal profession and society as a whole.

Basic Requirements for Admission

Applicants to Western State University College of Law must have a Bachelors Degree from an accredited institution. There is no required undergraduate major. An applicant, who has not completed the requirements for a Bachelor's degree at the time of application to the law school, must submit a transcript from the degree granting institution prior to matriculation. Students who earned their undergraduate degree outside of the United State should contact the Admission Office for additional information.

All applicants must take the Law School Admission Test (LSAT) and register with the Law School Data Assembly Service (LSDAS). Western State considers the average of all LSAT scores taken, however, the Admission Committee may request the most recent score be no more than three years old. Applicants must submit an application for admission and a \$50 application fee. Applicants must

also submit a personal statement and two letters of recommendation.

It is the applicant's responsibility to ensure that their file is complete. Please be sure to include your name on all documents and correspondence mailed to Western State University. Also, be sure to promptly notify the Admissions Office of any changes to your contact information.

Application Deadlines

Western State University College of Law has a priority deadline of **April 1** to apply in the Fall and **September 1** to apply in the Spring. To be considered for admission and scholarship opportunities, we recommend submission of your application on or before the priority deadline. Western State continues to review applications on a rolling basis until the class is full, however, those who apply on or before the priority deadline will receive first consideration for scholarship awards and admission to the law school may become more competitive after the deadlines have passed.

Programs of Study

Western State offers full-time day and part-time day and evening programs. Students entering in the Fall semester may choose from all three programs. Students entering in the Spring, may only enter in the part-time evening program. The full-time program requires three years to complete, while the part-time program takes four years, including summers, to complete. The admission policies and standards in effect in any given semester apply to all applicants equally.

Western State accepts transfer and visiting student applications. For information about applying as a transfer student please contact the Admissions Office or for information about applying as a visiting student, please contact the Registrars Office.

International Students Requiring an I-20

If you require an I-20 to attend Western State University College of Law please contact the Admission Office for additional information.

Application Checklist

Application for Admission

Applicants may submit an application by mail or electronically. To submit an application by mail, complete all sections of the application located in the back of this Viewbook (or print one from the WSU website), enclose a \$50 non-refundable application fee and mail it to the Admission Office. Checks should be payable to Western State University College of Law (please do not send cash). To apply electronically, applicants may go the Western State website at www.wsulaw.edu and use the on-line application feature. You must submit a \$25 non-refundable application fee by credit card or check. Detailed instructions are provided on the website. Applicants may also apply electronically through LSACD on the Web or may send a printed application by using the LSACD. For more information on LSACD and LSACD on the Web, go to www.LSAC.org.

Applicants with financial hardship may request an application fee waiver by submitting a written request to the Assistant Dean of Admission and accompanied by copies of the prior year's U.S. tax return. You will be notified if your request is denied and your application fee will be due in order to process your application. The fee waiver application process is not available to students who apply through the Western State on-line application, but is available through LSACD on the Web and LSACD.

Personal Statement

Although academic history and the LSAT scores are very important in the application review process, your personal statement is a vital factor as well. The personal statement should be no more than three pages, typed and double-spaced. In your personal statement, you should focus on your accomplishments, skills, experiences, and motivation that indicate a potential for success in law school. Include any information such as extra-curricular activities, career plans, leadership ability, and other relevant information that will provide the Admission Committee a glimpse into the type of person you are and the contributions you will likely make to law school environment. Please be sure to include your name on the personal statement.

Letters of Recommendation

Western State University requires two letters of recommendation. Recommendations should be submitted by persons who have first-hand knowledge of your intellectual and personal qualifications. Ideally, such letters should supply relevant information beyond what is disclosed by college transcripts and test scores, preferably from current or former instructors who can affirm your potential for successful law school study. If you have been out of the academic environment for an extended period of time, you may submit recommendations from employers, fellow professionals, or other individuals who can address your potential for law study. Letters of recommendation can be sent through the Law School Data Assembly Service (LSDAS) or directly to the school. Applicants who choose to submit letters to the law school should request the person providing the recommendation send them directly to the Admission Office. Copies and faxes will not be accepted.

LSAT/LSDAS

The LSAT is a nationwide, half-day test of general aptitude for law study and writing ability. A recent LSAT score is required of all Western State applicants. The Admission Committee will consider the average of all exams taken, however,

may require an applicant to submit a score that is not more than three years old at the time an application is received by the Office of Admission.

The LSAT is conducted four times a year: February, June, October, and December. The LSAT registration deadline is approximately one month prior to each test date. Western State University is an official test site (**test center code – 9534**) for all dates as indicated in the LSAT and LSDAS Registration and Information Book. To obtain a copy of the booklet, you can stop by the Admission Office, or request one through the Law School Admission Council at 215.968.1001, or online at www.LSAC.org.

LSAT applicants should prepare themselves for taking the LSAT. Preparation can include study of published materials or enrollment in specific training programs. For further information please contact the Admissions Office or consult the LSAC.

All applicants must register with the LSDAS for analysis of academic records and reporting of LSAT scores. All college transcripts must be submitted directly to LSDAS and NOT to Western State. If you are currently enrolled in an undergraduate program, do not wait for your grades and/or degree to be posted. You should submit a transcript showing all coursework completed to date. When final grades are posted on the transcript and the degree is completed, send the updated transcript to the LSDAS. The LSDAS will then submit an updated report to Western State.

The Office of Admission at Western State recommends applicants have their two letters of recommendation sent to LSDAS, however, applicants may opt to have them sent to the law school directly.

Résumé and Addenda

Applicants are encouraged to include a current personal résumé with their application for admission. Applicants are also permitted to submit brief addenda

to attend to additional subjects that cannot be addressed elsewhere in the application. For example, applicants may use an addendum to address poor grades or to explain an inconsistency in the application.

Supporting Statements

Applicants may be required to submit a supporting statement in accordance with a “Yes” answer on the application for admission.

For additional information contact the Admission Office at (800) WSU-4LAW or (714) 459-1101 or email us at adm@wsulaw.edu.