

TO BE RESCINDED

3359-60-07

School of law admission.

(A) Admission:

The school of law admissions committee seeks students who will perform successfully in law school, enhance the environment of the school of law and ultimately use their legal education to benefit society. Thus, the committee strives to assemble a student body that is academically well prepared, highly motivated and diverse. Although an applicant's undergraduate grade point average (GPA) and law school admission test (LSAT) score are important indicators of academic preparation and motivation, the admissions committee considers other factors as well, such as the nature and difficulty of the applicant's course of undergraduate study. Other considerations include, but are not limited to, the applicant's undergraduate academic record, ascending or descending grade trends, graduate work or degrees, and extracurricular activities while in undergraduate or graduate school. The LSAT writing sample, work experience, community activities, achievements, personal obstacles that may have hindered realization of the applicant's full potential, recommendation letters, and the applicant's personal statement also are considered by the committee.

The university of Akron school of law is an equal educational institution. In assessing an applicant's academic promise, the admissions committee considers the extent to which the applicant has overcome disadvantages associated with obstacles in life, including membership in a historically disadvantaged racial or ethnic group. Committee members seek to recruit and enroll minority students.

Decisions are the responsibility of the admissions committee. The committee begins to review applications as early as September or October for admission into the next fall's entering class. Applications are reviewed and admission decisions are made on a continuing (rolling) basis. Applicants should therefore submit completed applications as early as possible.

Applicants may receive additional information by visiting the university of Akron school of law website at www.uakron.edu/law and by reading admission publications.

(B) Applying for admission as a new law student:

(1) Requirements:

- (a) A baccalaureate degree from a regionally accredited four-year college or university must be conferred prior to law school matriculation. Any major will be considered for admission. The study of a specific subject is

less important than an in-depth pursuit of one's own areas of academic interest. A prospective law student should be able to gather, organize and evaluate facts, to think creatively to solve problems, to write well and communicate effectively, and to understand people and institutions.

- (i) All applicants must take the LSAT. An application will be accepted before an applicant takes the LSAT. However, a decision will not be made on the file until the LSAT score has been received. An applicant dissatisfied with the LSAT score may take the test again. Multiple scores will be averaged. LSAT scores older than three years may not be considered for admission.
 - (ii) Applicants must also register for the law school data assembly service (LSDAS). The LSDAS provides a report to The university of Akron profiling the applicant's undergraduate academic summary, copies of all the applicant's undergraduate and graduate transcripts, LSAT score, and writing sample. Applicants may register for the LSAT and the LSDAS at www.lsac.org.
- (b) Each applicant is required to submit the following materials in order to be considered for admission:
- (i) Application
 - (ii) Thirty-five dollar application fee if the application is not received electronically
 - (iii) Personal statement
 - (iv) LSDAS report
- (c) International applicants who learned English as second language must submit a test of English as a foreign language (TOEFL) and test of spoken English (TSE) before their applications may be considered for admission. Exceptions may be made for students who completed all of the coursework for a baccalaureate or graduate degree at an accredited U.S. college or university. Applicants who earned a baccalaureate degree from a college or university outside the U.S. are not required to register for the LSDAS.
- (d) Letters of recommendation are optional, but strongly suggested. Recommendation letters relating to academic performance, extracurricular activities or employment are very helpful to the

admissions committee. The letters may be from instructors, employers, colleagues, or others.

(C) Types of decisions:

- (1) Admit: A student is admitted to the full-time, day or the part-time, evening division. After admission, a student may request transfer to the other division. An admission is for the fall semester only.
- (2) Defer: Borderline applicant files are often placed in a deferred category. Deferred candidates are admitted or denied from February through early August.
- (3) Deny: An applicant is notified that he/she has not been admitted, but only after the admissions committee has carefully reviewed all of the applicant's credentials and has determined in its best judgment that the applicant is not competitive with that year's pool of applicants. The applicant may reapply for the following year. However, it is strongly recommended that the applicant take steps to enhance his/her file, such as retaking the LSAT or enrolling in and excelling in graduate level courses.

(D) Reapplication:

A person who previously applied to the school of law but did not attend, whether accepted or denied, must reapply. The LSAT need not be repeated if taken within the preceding three years. However, an applicant may wish to retake the LSAT, depending on the test score. If the applicant does not retake the LSAT, the school of law will use an existing LSAT/LSDAS report if one is still on file. Previous applications are maintained for three years. If a previous LSAT/LSDAS report is not in our files, the person must apply to LSDAS and submit all undergraduate and graduate transcripts to law services. If the LSAT is retaken, the applicant also must reapply to LSDAS and resubmit all undergraduate and graduate transcripts to LSDAS.

(E) Enrollment procedures:

Two seat deposits are required. Admitted applicants receive additional details in the new law student handbook regarding amounts and refunds.

After admission and before the first day of classes, a student must arrange to send to the school of law two final, official transcripts from each academic institution attended by the student. The transcripts must contain the institution's seal, the registrar's signature and confirmation that a baccalaureate or higher degree was awarded, as appropriate. A certificate of completion of degree requirements may be submitted if a student has successfully completed baccalaureate degree requirements

during the summer and the degree will be awarded after the beginning of the fall semester. An authorized official of the institution awarding the baccalaureate degree, such as the registrar, must supply the certificate. At the earliest possible date, the student must arrange for submission of two official transcripts verifying award of the degree to the school of law.

(F) Orientation:

A required orientation class for beginning law students is held during the week before fall classes begin. This class in “Introduction to Law and Legal Systems” covers such topics such as outlining, briefing, preparing for class, ethics, an overview of the legal system, and much more. This one credit hour class is required and will count toward the graduation credit hour requirements. In addition, it provides students with a smoother transition into the study of law.

(G) Applying for admission as a transfer (advanced standing) law student:

A law student who has completed not more nor less than one year (approximately 30 semester credit hours) at an ABA-accredited law school and is in good academic standing may apply for transfer. An admission decision cannot be made until the following documents are received:

- (1) Application
- (2) Cover letter explaining the reasons for transfer
- (3) Thirty-five dollar application fee if the application is not received electronically
- (4) An original, official law school transcript reflecting all grades earned
- (5) A letter from the law school dean or associate dean confirming that the student is in good academic standing, eligible to continue and was not subject to disciplinary action
- (6) A photocopy of the top page of the LSDAS report
- (7) A photocopy of class outlines/syllabi for all law school classes
- (8) Optional: Letters of recommendation from law faculty members addressing classroom performance, writing skills, oral presentations, etc.

Transfer applications are usually received in May, June and July. Admission decisions are usually made in July, as the above requested materials are often

not available until that time. The associate dean of the school of law will determine credit given for prior law schoolwork.

(H) Applying for admission as a transient (visiting) law student:

A law student who is currently enrolled at another ABA-accredited law school may apply for transient status for one or more semesters. Transient students are permitted to enroll in courses approved by the dean of their law school, provided that space is available.

An admission decision cannot be made until the following documents are received:

- (1) Application
- (2) Cover letter explaining the reasons for visiting status
- (3) Thirty-five dollar application fee if the application was not received electronically
- (4) An original, official law school transcript reflecting all grades earned
- (5) A letter from the law school dean or associate dean confirming that the student is in good academic standing, eligible to continue and has permission to enroll in classes at the university of Akron school of law
- (6) A photocopy of the top page of the LSDAS report (this may be obtained from the law school registrar and included with the dean's letter)

Admission decisions are made shortly after the above materials have been received.

(I) Applying for admission as an audit (guest) law student:

The following individuals may be considered for admission as an audit student:

- (1) An attorney or law school graduate may apply for audit status. The following materials must be received before the application may be considered for audit admission:
 - (a) Application form
 - (b) Thirty-five dollar fee if the application is not filed electronically
 - (c) Official law school transcript reflecting conferral of the J.D. degree
 - (d) Copy of the bar registration card (for attorneys)

(e) Cover letter

(2) A student enrolled in a graduate program may apply for audit status. The following materials must be received before the application may be considered for audit admission:

(a) Application form

(b) Thirty-five dollar fee if the application is not filed electronically

(c) Official graduate school transcript

(d) Cover letter

(e) Letter from dean or department head granting permission for the student to transfer coursework from the university of Akron school of law to apply toward the student's graduate degree

(J) Joint degree programs:

The following four joint degree programs are available in conjunction with the college of business administration and the department of public administration.

Juris doctor/master in business administration

Juris doctor/master in human resources

Juris doctor/master in taxation

Juris doctor/master in public administration

Approved graduate level courses may transfer to the juris doctor degree for courses that are taken while the student is enrolled in the school of law.

To pursue a joint degree program, the student must be admitted to the school of law and the graduate school for the college of business administration or the department of public administration. The student should contact each department for information concerning criteria and procedures. Individuals with baccalaureate degrees in any field of study are eligible to apply.

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M. Celeste Cook
Secretary
Board of Trustees

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