



Application Instructions

APPLICATION

Competition for the entering class is high. When we review files, our question is this: Is a candidate ready to meet the intellectual challenges of our program? The admissions committee evaluates each applicant's file, looking carefully at the candidate's undergraduate grade-point average and LSAT score as well as at other, non-quantitative factors, such as level and difficulty of undergraduate coursework, writing ability, graduate coursework (if applicable), leadership potential, and work experience.

Admission Policy

Our selection process, while rigorous, is not rigid. We insist upon diversity in our student body because we believe that the entire law school community benefits from it. We will consider with sensitivity any information about a candidate's special circumstances.

Admission Requirements

To enroll in the JD program, a student must have a bachelor's degree from an accredited institution. We encourage undergraduates interested in law to gain a broad educational background and to choose challenging courses requiring critical thinking and logical analysis, such as history, economics, philosophy, and accounting. We particularly urge students to choose courses in which they will develop strong writing skills.

Standard of Truthfulness and Full Disclosure

As future members of the legal profession, applicants are expected to possess the highest standards of ethics and character. All applicants, including those who enroll in the Case Western Reserve School of Law, must certify that all responses in their application and on all supplemental documents are complete, true, and correct and that they understand that they are under an ongoing obligation to notify the School of Law if there is any change in the information submitted prior to and/or during their enrollment in the School of Law. Failure in the application's accuracy or completeness or in the applicant's obligation to update the information may affect enrollment status and/or result in disciplinary action, including dismissal or revocation of offers of admission.

In addition, we adhere to and participate in the Law School Admission Council's Rules Governing Misconduct and Irregularities in the Admission Process.

Admission Procedures

- Take the Law School Admission Test (LSAT). Although we recommend that you take the LSAT in the summer or fall before applying to law school, we do accept scores for tests taken closer to the start of law school. We will also consider applicants who take the LSAT in June for a spot in the class entering that August on a case by case basis. We look at all LSAT scores with the emphasis on the highest score. You may register for the LSAT by contacting LSAC by phone at 215.968.1001 or via the web at LSAC.org.
- Register with LSAC's Credential Assembly Service (CAS). Follow the necessary instructions to arrange for the Credential Assembly Service to send us your letters of recommendation and its analysis of your undergraduate and graduate school transcripts. Case Western Reserve School of Law's Credential Assembly Service code is 1105.
- Submit a completed application, which may be obtained:
 - from our website at law.case.edu; or
 - from LSAC, as part of its electronic applications service

We accept applications that have been prepared using the Law School Admission Council's electronic applications service. This service allows you to use your computer to efficiently fill out applications for all ABA-approved law schools. The application fee for applications electronically submitted to Case Western via the electronic applications service is waived.

Applications submitted to LSAC for transmission to this law school will be considered postmarked on the day they are electronically submitted.

Alternatively, you may submit a completed paper application, available for download at the Admissions section of our website at law.case.edu. The application fee for paper applications is \$40.

The Timetable

First Year JD Decision Process



Our priority application deadline is December 1; late applications will be considered after that date, on an individual basis. Beginning in September we take action on the applications. We have a rolling admissions policy; that is, as decisions are made, applicants are notified. We make most admission decisions between September 1 and November 30, at which time we may establish a wait list. As vacancies occur up to the date of registration we draw the best-qualified candidates from the wait list.

Transfer Students

Students currently enrolled in an accredited law school may apply for admission with advanced standing. The number of transfer applicants that we accept varies from year to year, depending on the number of spots available in the second-year class. The primary factor in the admission decision is prior law school performance; undergraduate grades and LSAT score will also be considered. In addition to the application and documentation required of JD candidates, transfer applicants must submit: (a) two letters of recommendation, (b) an official transcript of law school work completed, (c) a letter of good standing from their dean, and (d) an official class rank. Transfer applicants must submit an original Credential Assembly Service Law School Report from the Law School Admission Council; we cannot accept a copy of your law school report from your current school. Application deadline for entry spring semester: December 1; For entry fall semester, Early Action Program: March 30; Regular Action Program: July 1. Note, for fall semester, please use the Fall Application.

The Application Packet

We consider an applicant file complete once we have received an application with all required components, including the application fee (waived for applications submitted electronically), personal statement, résumé, and two letters of recommendation (required), as well as a law school report from LSAC's Credential Assembly Service. Include your name and LSAC account number on any supplemental enclosures and identify the question number to which they correspond.

Letters of Recommendation

Two letters of recommendation are required and are to be submitted through LSAC. This service is included in your Credential Assembly Service registration. Your documents will be forwarded to us along with your law school report. To use this service, follow the directions for submitting letters outlined at [LSAC.org](https://lsac.org).

SPECIAL APPLICATION PROCEDURES

International Students

We require that international transcripts be submitted through the Credential Assembly Service (CAS) offered through the Law School Admission Council. If you completed any postsecondary work outside the US (including its territories) or Canada, you must use this service for the evaluation of your international transcripts (exception: if you completed the international work through a study-abroad, consortium, or exchange program sponsored by a US or Canadian institution, and the work is clearly indicated as such on the home campus transcript). This service is included in the Credential Assembly Service subscription fee. An International Credential Evaluation will be completed by the American Association of Collegiate Registrars and Admissions Officers (AACRAO) and will be incorporated into your law school report. If your transcript is not issued in English in its original form by your institution, you will need to submit a TOEFL score as well. To do this, you must contact the Educational Testing Service (ETS) and request that your TOEFL score be sent to LSAC. LSAC's TOEFL code for the Credential Assembly Service is 8395. Your score will be included in the International Credential Evaluation document that will be included in your law school report.

To use the Credential Assembly Service, log in to your online account and follow the instructions for registering for the service. Be sure to print out a Transcript Request Form for each institution and send it promptly to them. More time is usually required to receive international transcripts.

Questions about the Credential Assembly Service can be directed to LSAC at 215.968.1001 or [LSAC.org](https://lsac.org).

Visiting Students

Students currently enrolled in other law schools who wish to take courses here for credit toward the other school's degree requirement may apply to be visiting students. In addition to the application and documentation required of transfer applicants, visitor applicants must submit: (a) a letter from their dean indicating that the school will accept academic credits from DePaul University School of Law, and (b) a letter explaining their reasons for wishing to take courses here. Application Deadlines: for entry spring semester: December 1; for entry fall semester: July 1. Note, for fall semester, please use the Fall Application.

Dual-Degree Candidates



Applicants to a dual-degree program must apply separately to—and be admitted by—both the law school and the school that will grant the second degree. This means that applicants must meet the application and admission requirements of each school. To get information about the other programs, review the Dual Degrees section of our website at case.edu/law.

Character and Fitness - Continuing Obligation to Disclose

Because of the high ethical standards to which lawyers are held, the failure to disclose an act or event such as the ones described in the Character and Fitness questions is often more significant and leads to more serious consequences than the act or event itself. Failure to provide truthful answers or failure to inform the admissions office of any changes to your answers may result in revocation of admission, disciplinary action and/or dismissal by the law school, and/or denial of permission to practice law by the state in which you seek admission.

Each of the character and fitness question requires a "yes" or "no" answer. If your answer is "yes" to any of the questions, you are required to supplement your response with a full explanation of the circumstances, including dates. You also have the obligation to notify the School of Law if there is any change in the information contained in those documents.

All matters must be reported, even if they were dismissed, expunged, or the records sealed! Even if you were advised differently in the past, you are required to disclose all matters in this application process.

Admission to a State Bar

In order to be eligible to take the bar exam in any state, you will need to complete an application. 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 application questions will vary from state to state, but generally will require you to disclose whether you have been subject to any criminal or disciplinary proceedings. Different states handle such offenses differently. If you would respond to such questions in the affirmative, you should contact the Board of Bar Examiners of the states(s) in which you wish to practice law in order to establish the impact of your offense on your eligibility to practice law in that state. Any discrepancy between your responses on your applications for law school admission and for admission to the bar may be an impediment to your admission to the bar in many states.

AFTER APPLYING

Acknowledgement of Application

After receiving your application packet, the Office of Admissions will send you instructions by email on how to access the Applicant Online Status for the continual up-to-date status of your file. Most correspondence will be done via email so please keep us informed of any changes in your email address.

Credential Assembly Service Law School Report

Upon your submitting your application, we will automatically receive your Credential Assembly Service Law School Report once you have subscribed to LSAC's Credential Assembly Service.

Deposit Deadlines

An offer of admission must be accepted before the date indicated as the deadline; if not, it may be withdrawn by the law school. Accepted applicants will be required to submit a single \$500 spring start deposit. Deadlines for deposits are strictly enforced. Deposits are non-refundable. Please note the first choice option is an agreement between the applicant and our School of Law. The applicant is making a commitment to enroll at DePaul University School of Law the spring semester immediately following our offer of admission.

Transcripts

All students are required to have obtained their four-year bachelor's degree prior to matriculation. By January 15, every student must submit two official transcripts to the School of Law from undergraduate degree-granting institutions certifying receipt of a bachelor's degree and one official transcript from a graduate degree-granting institution, if applicable. All entering students must also have a final transcript evidencing receipt of a bachelor's degree on file with LSAC prior to matriculation. Failure to adhere to these requirements may result in withdrawal of the offer of admission, suspension or dismissal from the School of Law.



Withdrawal of Admission

The law school reserves the right to withdraw an offer of admission if required transcripts are not received by the deadline, the candidate fails to maintain satisfactory scholastic standing for work in progress, if final records fail to show completion of courses and/or degrees required for admission, or if the admission decision was based on incomplete or inaccurate information.

FINANCIAL AID TIMETABLE

October

We will automatically email financial aid (loan) information to all applicants for admission, along with extensive instructions.

By November 15

Complete a Free Application for Federal Student Aid (FAFSA). This form, which is used to determine a student's eligibility for the various loan programs, may be completed online at fafsa.ed.gov. Paper versions of the FAFSA are available from public libraries and college financial aid offices. List "DePaul University-LAW" as a school to which you would like an analysis report sent (Federal School Code E00082).

By December 1

Submit the Case Western Financial Aid Application to the law school Office of Student Financial Services. Students who have been admitted and have submitted all documents by December 1 can expect to have an estimate of their financial aid package by mid December.

Deposits

Spring Start Option: \$500

Transfers/Visitors: \$250

All deposits are non-refundable.

Tuition and Fees for Spring Semester 2021

Tuition (spring semester, full time): \$27,550

Tuition per credit hour: \$2,300

Health insurance (student only): \$1,367

Student activities fee: \$74

Graduate student council fee: \$15

Living expenses (estimated, will vary): \$10,084 (one semester budget)

Books: (estimated, will vary): \$900

Loan origination fee: \$690



Program Applying for

Please be sure that you carefully read the Application Instructions before making any program selections.

Please choose from the following:

- First Year JD (Spring only)
- Transfer (Spring only)
- LL.M Transfer to JD (ÖÇİÖ'«Ä½ LL.M only)
- Visitor

Dual Degree:

- (JD/MA) Art History and Museum Studies
- (JD/MA) Law/Legal History
- (JD/MA) Law/Political Science
- (JD/MA) Law/Bioethics
- (JD/MBA) Law/Management
- (JD/MS) Law/Biochemistry
- (JD/MD) Law/Medicine
- (JD/MPH) Law/Public Health
- (JD/MSSA) Law/Social Work
- (JD/MNO) Law/Nonprofit Organizations
- Other

Biographical

Prefix _____

First name _____

Middle name _____

Last name _____

Suffix _____

Previous (other) name _____

Preferred first name _____

Date of birth _____

Place of birth: City _____

Place of birth: Country _____

Place of birth: State/Province _____

Gender _____

LSAC account number _____



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 _____

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 _____

ÖÇüÖ´«Ã½ School of Law can send text messages to my mobile phone.

Yes

No



Demographics

Citizenship

Citizenship

Non-Resident Alien

Other

US Citizen

US Permanent Resident

Country of citizenship _____

Visa type _____

Visa/SEVIS number _____

Permanent resident number _____

Permanent city _____

Permanent state/province _____

Permanent country _____

Native language _____

Ethnicity

Are you Hispanic or Latino?

Yes

No

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

Hispanic/Latino



Demographics continued

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 _____

Enrollment number (enrolled members only) _____



Demographics Continued

Do you identify as LGBTQ?

Yes

No

Are you the first in your immediate family to graduate from college?

Yes

No

Are you the first in your immediate family to attend graduate/professional school?

Yes

No

Are you a first generation United States Citizen?

Yes

No

County

If Ohio is your Permanent State of Residence, please choose your County of Residence.

Standardized Testing

LSAT

Test Date

Test Score

TOEFL

Test Date

Test Score



Standardized Testing continued

IELTS

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.

Has your education in college, university, or professional school been interrupted for one term or more for any reason?

Yes

No



Education continued

If your education was interrupted, explain the circumstances.

Military

Have you served or are you now serving on full-time, active US military duty?

Yes

No

Date of entrance (month/year) _____

Date of discharge (month/year) _____

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

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



Character and Fitness

In order to be licensed to practice law, you will need to sit for a state bar examination. The bar examination application questions vary from state to state but generally will require you to disclose whether you have been subject to any criminal or disciplinary proceedings. When answering these questions, please keep in mind that any discrepancy between your responses on your application for law school admission and your application for admission to the bar may be an impediment to your admission to the bar in many states.

If your answer is "yes" to any of the Character and Fitness questions, you must supplement your response with a full explanation of the circumstances, including dates. Use a separate sheet or electronic attachment and clearly identify the number of the question. All matters must be reported, even if they were dismissed, expunged, or sealed under the laws of any state.

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.

Have you ever been the subject of a hearing pursuant to the Law School Admission Council's Rules Governing Misconduct and Irregularities in the Admission Process?

- Yes
 No

As an adult or juvenile, have you ever been cited for, charged with, subject to a penalty for, or convicted of a crime? A crime includes a misdemeanor, traffic offense, or felony (excluding minor traffic violations for which the penalty was a fine of \$150 or less). Include traffic offenses involving driving under suspension or any in which being under the influence of drugs or alcohol was an element of the offense, regardless of the amount of the fine.

- Yes
 No

Have you ever been charged with academic or disciplinary misconduct at any postsecondary educational institution?

- Yes
 No

Have you ever been dismissed, suspended, placed on academic warning or probation, disciplined, expelled, or officially requested or advised to withdraw from a postsecondary educational institution due to inadequate academic performance?

- Yes
 No

Have you ever been subject to a restraining order?

- Yes
 No

Has a professional association or state licensing board ever suspended or revoked a professional license that you held or has such an association or board ever required you to appear at a proceeding where license suspension or revocation was a possible sanction?

- Yes
 No

Have you ever been terminated, suspended, disciplined, or permitted to resign in lieu of termination from any job?

- Yes
 No



University Affiliation

For undergraduate students at DePaul University: Are you a preprofessional scholar?

- Yes
 No

List relative(s) who attended DePaul University. Please specify name, relationship, school within the University, degree and year of graduation.

Are you applying for the 3+3 program? Note, this is only available to students at colleges and universities with a valid 3+3 agreement with DePaul University School of Law.

- Yes
 No

Coursework

Please select up to three area(s) of law which are of particular interest to you.

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



Law School Interest continued

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.

List Recommenders

Please list the names of the two individuals who will be your recommenders.



Certification

I declare that the information given by me in this application and supplemental documents is complete, true, and correct to the best of my knowledge and recognize that it is subject to verification. I understand that any offers of admission or financial assistance and/or continued enrollment are contingent upon its accuracy and completeness. I also understand that I have an ongoing obligation to promptly notify the School of Law if there is any change in the information contained herein prior to and/or during my enrollment in the DePaul University School of Law and that failure in this application's accuracy or completeness or in my obligation to update this information may affect my enrollment status and/or result in disciplinary action. I also understand that admission is conditional upon meeting the requirements stated in the law school catalog and any further written conditions expressed at the time of admission. The law school does not authorize nor is it bound by any requirements or conditions other than those communicated by the law school Office of Admissions. 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.
