

MASTER OF LAWS PROGRAM (LL.M.)
APPLICATION REQUIREMENTS AND INSTRUCTIONS

All Applicants to the Howard University School of Law LL.M. Program must meet the following criteria for admission:

1. Applicant must have a first degree in law from an accredited law faculty or law school or an equivalent qualification to be determined by the Law School's Graduate Committee.
2. Applicant must have a demonstrated record of academic achievement and excellence particularly in the legal area.
3. Preference will be given to applicants with considerable legal experience.

This application must be accompanied by the following:

- A brief (2-3 pages) autobiographical sketch describing your professional goals and the role of an LL.M. Degree in fulfilling those goals.
- An essay in English of five (5) type written pages, written by you and describing an aspect of your country's legal system or your intended thesis dissertation
- A nonrefundable \$60 application fee in the form of a cashier's check or money order.

NO PERSONAL CHECKS WILL BE ACCEPTED

- A passport size photograph.
- Statement of Financial Resources

In addition, applicants should make sure that the following are received separately by the Graduate Director:

- **Official Transcripts;** your record from your university and the institution you attended for legal study. Each institution must send transcripts directly to the Office of Admissions.
- **TOEFL Test Score;** applicants whose mother tongue is not English or for applicants from non-English speaking countries, the TOEFL test (Test of English as a Foreign Language) showing a result of 550 or higher. Inquiries about the TOEFL test should be directed to: The Educational Testing Service, Princeton, New Jersey 08540, Attention: TOEFL
- **Letters of Recommendation;** two letters of recommendation as to your character and academic potential. One letter must be from a member of your law school's faculty. Each recommender must send the Letter of Recommendation directly to the Office of Admissions.

Application Deadline: March 15th (Fall), October 1st (Spring)

MASTER OF LAWS PROGRAM (LL.M.) APPLICATION FOR ADMISSION

Application Deadline: March 15th (Fall), October 1st (Spring)

(please print in ink or type)

Name: _____
Last First Middle

Current
Address: _____
Number Street Apt No.

City State Zip/Postal Code

Telephone No. (Day) (____) _____ Fax No. (____) _____

Final Date at Current Address: _____

E-Mail Address: _____

Permanent Address: _____
Number Street Apt No.

City State Zip/Postal code

Permanent Phone. Number. _____

If there are any changes in your address, please contact the Office of Admissions.

Citizenship Status: _____ Date of Birth: __/__/__ Male Female

Plasing check for which you are applying: Fall Spring

If you are not considered for the above semester, would you like consideration for the next available semester Yes No

Describe your ethnic origin. (Optional): This information will not be used in a discriminatory manner.

- American Indian/Native American Asian/Pacific Islander Black/African-American
 Caucasian/White Hispanic/ Latino-American Other _____

What is your native Language? _____

What is your TOEFL Score: _____

Describe your proficiency in English:

Reading: Poor Good Excellent

Writing: Poor Good Excellent

How many years have you studied English? _____

PLEASE SUBMIT WITH YOUR APPLICATION:

ESSAY ONE: In this essay of no more than 3 typed pages, please describe your professional goals and the role an LL.M. Degree will have in your plans. You may want to include information about your previous studies and employment, any research or project you have been involved in, or anything about you that can add value to our LL.M. class.

ESSAY TWO: Please write an essay of up to five typewritten pages in English about your intended thesis dissertation.

Please attach Essay ONE and Essay TWO to the application form.

Master of Laws Program (LL.M) Recommendation Letter

Name of Applicant: _____

Name of Recommender: _____

Applicant:

Two letters of recommendation must accompany your admission file. At least one of your recommenders must be a member of the institution where you obtained your law degree. The other recommender may be an employer, legal professional, or another law school faculty member. Relatives are not acceptable as recommenders.

Recommender:

Thank you for taking the time to write this letter of recommendation. To best assist the Admissions Committee, we anticipate an honest and thorough appraisal of this applicant. We look for students with a proven record of academic achievement and excellence. In your letter, please describe the applicant's merits as well as limitations as a student. Please include any information that you deem relevant to the Committee's decision to accept the applicant for admission.

Please send your letter with this form to the following address:

**The Office of Admission
Howard University School of Law
2900 Van Ness Street, NW
Washington, DC 20008
Tel: (202) 806-8008/9
Fax: (202) 806-8162**

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Name of Recommender: _____

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LL.M CHECKLIST

Make sure you have completed all of the following steps prior to submitting your application.

- _____ OFFICIAL TOEFL Test Results Showing a Result of 550 Paper Based Test (PBT) or 79/80 Internet Based Test (IBT) Score Or Higher.
- _____ Two Letter(s) of Recommendation.
- _____ A Brief (2-3 page) Autobiographical Sketch.
- _____ Official Transcripts of your record from both the university you attended as an undergraduate and the institution you attended for legal study. Each institution must send original transcripts directly to Howard University School of Law.
- _____ An Essay in English of 5 typed pages written by you describing your intended thesis dissertation.
- _____ A Nonrefundable \$60 Application Fee.
- _____ Statement of Financial Resources Along with Two (2) Months of Banking Statements.
- _____ Passport Size Photo.
- _____ Proof of Eligibility to Study in the United States

SUBMIT APPLICATION TO:

Howard University School of Law
Office of Admissions
2900 Van Ness Street, N.W.
Washington, DC 20008
(202) 806-8008 Fax: (202) 806-8162

Nondiscrimination: *The mission of Howard University includes providing education for any student, while emphasizing educational opportunities for students who might not otherwise have an opportunity to acquire an education of the type provided at Howard. In fulfilling its mission, the University does not discriminate on the basis of race, color, national and ethnic origin, sex, marital status, religion, or handicap as it administers its educational policies, admissions policies, scholarship and loan programs, and other University-sponsored programs and employment.*