Columbia Law School Application

Fall 2020 Transfers and Visiting Students

FOR PREVIEW PURPOSES ONLY

Columbia
Law School

www.law.columbia.edu

Please note that applications to Columbia Law School must be submitted electronically through LSAC (www.lsac.org). Paper applications will not be accepted. However, the Dean's Appraisal/Certification must be emailed from an official university address to deanscerts@law.columbia.edu (strongly preferred method) or mailed directly to the Office of Admissions:

Columbia Law School
Office of Admissions
435 West 116th Street, Mail Code 4004
New York, NY 10027-7297

Candidates for Transfer and Visiting admission should submit their applications as soon as possible after May 1, 2020. Applications are not evaluated by our Admissions Committee until all required materials have been received and are generally evaluated in the order in which they are completed. The application deadline is July 15, 2020.

To avoid any confusion or delay in the processing of your application, please ensure that you: (1) consistently use your proper name; (2) keep us informed of any address, telephone number, or email address changes during the application process; and (3) write your LSAC account number on all correspondence. Applicants must submit electronically the following documents:

- **Application for Admission**: Applicants must complete all sections of the application for admission before submission.
- **Résumé**: In response to question 12.1, applicants must submit a résumé of up to two pages detailing significant full- or part- time employment positions held. This may include internships, summer employment, and community service. In addition, the résumé should include a summary of written scholarship, presentations, and principal extracurricular activities.
- **Personal Statement**: Applicants must submit a personal statement in response to question 13.1.
- **Optional Supplemental Statements**: Applicants, if they wish, may submit brief supplemental statements that will provide useful information to the Admissions Committee in evaluating the application.
- **Application Fee**: The application fee is $85 (US funds only). Applicants who transmit their applications electronically may pay with a credit card online, which is our strongly preferred method of payment. Applicants who can only pay using a check or money order, must print, sign, and mail the Certification Letter to the Office of Admissions along with the check or money order.

Supporting Documents

Dean's Appraisal/Certification

The Dean's Appraisal/Certification Form or an equivalent certification of good standing must be submitted from (1) the law school where you are currently enrolled in a degree program; (2) from any college or university at which you have already earned a degree; and (3) if applicable, from any college or university where you were matriculated toward a degree (regardless of whether a degree was received). Dean's Appraisal/Certification forms must be mailed in hard copy to the Office of Admissions or emailed from an official university address to deanscerts@law.columbia.edu (preferred method).

Please note: it is not necessary that the Dean or other Administrator responsible for such certification know you personally. The Dean or other Administrator may complete the Dean's Appraisal(s) or Certification(s) on the basis of official records.

If you plan to attend Columbia as a visiting student, the Dean's Appraisal(s) or Certification(s) must include a letter with the following information:

1. your law school's approval for you to pursue studies as a visiting student, including the timeframe for which you have been given approval;
2. your current standing at your law school;
3. your projected graduation date; and
4. the minimum number of credits you will be required to complete and, if applicable, any specific coursework requirements that you would have to fulfill at Columbia Law School

Please note that except in certain exceptional circumstances, visiting status is approved only for the third year of study.

Letters of Recommendation

Requirements

Columbia requires transfer applicants to submit two letters of recommendation and visiting applicants to submit one letter of recommendation in addition to the Dean's Appraisal(s) or Certification(s). For transfer applicants, both letters of recommendation must be submitted by your current law school faculty, and the letter of recommendation for visiting applicants must be submitted by your current law school faculty. Applicants

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may submit more than two letters of recommendation but should be aware that their applications may be deemed complete and forwarded to the Admissions Committee once the required number of recommendations from law school faculty have been received.

Suggested Content

Recommenders should address matters of significance that speak to the ability of the applicant to thrive in an intellectually stimulating academic environment. For example, recommenders may address the strength of the applicant's intelligence, analytical skills, independence of thought, problem-solving skills, effectiveness of oral and written communication, motivation, self-confidence, concern for others, emotional maturity, personal initiative, judgment, leadership ability, and organizational skills.

Submitting Letters of Recommendation

Columbia Law School strongly prefers that letters of recommendation be sent through the LSAC Letter of Recommendation Service. LSAC sends Columbia letters of recommendation electronically as they become available. Please do not send duplicate letters directly to Columbia Law School.

If it is impossible to utilize the LSAC Letter of Recommendation Service, letters of recommendation may be sent to Columbia Law School in one of two ways using the Faculty Appraisal Form found through the online application or the Columbia Law School admissions website: (1) recommenders may provide the applicant with the letter in a sealed, signed envelope to be sent to Columbia Law School, or (2) recommenders may send the letter directly to Columbia Law School.

Transcripts

All applicants are to register for the LSAC Credential Assembly Service (CAS) in order for us to access undergraduate and/or prior graduate degree transcripts. For more information about the CAS, please call (215) 968-1001 or visit www.lsac.org. Applicants may submit their current law school transcripts either through the CAS (preferred) or directly from their school's registrar's office.

Submission of Spring Term grades:

Please forward updates of your law school transcripts to the Office of Admissions as soon as they become available, as your application will not be reviewed until all of your first-year grades have been submitted. You may send updates of your law transcripts via email as PDF attachments to admissions@law.columbia.edu concurrent with requesting an official copy to be sent to the Office of Admissions.

Please note that matriculating transfer students must submit no later than August 15th of the year of matriculation at Columbia Law School final, official transcripts from all undergraduate institutions at which they matriculated for a degree. In addition, transferring students must submit final, official transcripts from the university at which they completed their first-year law studies, also no later than August 15th. Students who fail to do so in a timely manner may be withdrawn from the Law School.

Submission of Additional Material

Applicants are expected to be diligent in providing all necessary information for review of their candidacy prior to the completion of their applications, and it is incumbent upon them to use the Status Checker (https://web.law.columbia.edu/admissions/jd/apply/check-application-status) to keep track of their application materials. Please note that once an application is listed as "Complete," no further information is communicated via the Status Checker.

Once an application is complete, please do not submit additional materials unless they convey essential information, as there is no guarantee such materials will be placed in your application prior to the evaluation. Furthermore, additional materials may potentially slow down the review of your candidacy. Essential information includes address changes and updated transcripts.

General Comments

Application Completion

Because the timeframe for the Transfer/Visiting admissions cycle is condensed, you are encouraged to request and submit materials—especially documents that must be received in hard copy and/or rely on third parties for completion, like the Dean's Appraisal/Certification, transcripts, and letters of recommendation—well in advance of the July 15, 2020 deadline. Late materials often delay or make impossible the review of a candidate's application. So that the Admissions Committee may review your application and render a decision within a reasonable amount of time, it is of the utmost importance to have read very carefully the application instructions above.

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Tuition, Financial Aid, and Housing

Tuition

Tuition for 2019-2020 is $69,896. There are additional mandatory fees for transcripts, health and related services, student activities, and university facilities, which are $2,569 for 2019-2020. Insurance for hospital care and standard medical coverage is also required ($3,433) unless U.S. students can show proof of comparable coverage. The total budget for the nine-month academic year, including tuition, fees, room, board, books, and personal expenses, is $101,345 for a single student. Expenses are adjusted annually.

Financial Aid

Transfer Students:

Students admitted to the J.D. program with advanced standing are not considered for Columbia Law School grant assistance. Therefore, the Law School does not accept grant applications from students admitted with advanced standing in their second or third years. Because most transfer students usually are not admitted until late in the summer or fall, it is important that they begin the financial aid application process as soon as possible—filing the FAFSA, obtaining the appropriate federal loan (Direct Unsubsidized, Graduate PLUS) Master Promissory Note/MPN, and applying for approval on credit-based education loans. We ask that you complete your application for loan assistance only after accepting Columbia's offer of admission by submitting the following items to the Financial Aid Office: the Financial Aid Questionnaire, applicable MPN(s) and/or private loan application materials, and all required supporting documents (e.g., SAR, verification form, taxes, etc.). The Financial Aid Office will make every effort to expedite your loan applications so that you may have your funds early in the semester and, if possible, by the start of classes.

U.S. citizens and eligible noncitizens who plan on borrowing from the federal loan programs (Direct Unsubsidized, Graduate PLUS) or hope to qualify for federal work-study funding, should file their FAFSA applications by no later than the date they submit their applications for admission to the Law School. Additional loan funds may be available from private educational loan programs.

International students (not U.S. citizens and not eligible noncitizens) are not eligible for federally guaranteed assistance programs. In addition, they typically need to provide a U.S. cosigner in order to apply for private educational loan programs. Please refer to the Columbia Law School website (www.law.columbia.edu/financial-aid) for additional information. We strongly advise all international students seeking educational loans to secure an eligible cosigner as early as possible.

Visiting Students:

Students from other U.S. law schools who have been accepted to take upper-class courses at Columbia Law School as nonmatriculants (receiving their J.D. degree from their home institution), and who need financial aid to meet their educational costs, must arrange with their home institution for the processing of their financial aid. The home institution must forward a Consortium Agreement Form to the Columbia Law School Financial Aid Office (FAO), confirming that the home institution will process all financial aid for its student. The Columbia Law School FAO will complete the Consortium Agreement Form and will verify the student's cost of attendance, dates of attendance, and enrollment status for the period of study at Columbia Law School. Please remember that Columbia Law School will not process any financial aid for the visiting, nonmatriculating student. Generally, the student's home institution will forward the financial aid proceeds to our FAO to be applied toward the student's Columbia University tuition and fee charges. In some cases, the home institution will send the loan proceeds directly to the student, who, in turn, will need to apply them toward payment of the Columbia University charges.

How to Apply for Financial Aid for 2020–2021

The following is a summary of the forms needed to apply for financial aid. For detailed information on financial aid policies and procedures, costs, budgets, and various loan programs, please review the financial aid website (www.law.columbia.edu/financial-aid).

- **FAFSA (Free Application for Federal Student Aid)** Prior to submitting an application for admission, the FAFSA should be completed by all U.S. citizens and eligible noncitizens applying for financial aid and submitted to the federal processor (studentaid.ed.gov/sa/fafsa). Columbia University's Title IV School Code: 002707.

- **Columbia Law School Financial Aid Questionnaire** Upon acceptance to the Law School, transfer students can send an email to the Financial Aid Office (financial_aid@law.columbia.edu) to receive the Columbia Law School Financial Aid Questionnaire.

- **Loan Application(s):** Admitted transfer students intending to enroll at the Law School should submit completed loan application materials to the Financial Aid Office as soon as they are admitted to ensure quick processing and availability of loan funds at the start of the semester for which they intend to enroll. Please refer to the financial aid website (www.law.columbia.edu/financial-aid) for detailed information.

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The Loan Repayment Assistance Program

Columbia Law School's Loan Repayment Assistance Program (LRAP) supports Columbia J.D. graduates who pursue public interest and public service careers by providing them with financial assistance to service the educational debt they assumed while at Columbia Law School. In addition, several fellowships for public interest have been established, and fellowship recipients may receive assistance for all loan payments on their Columbia Law School debt. A full description of our LRAP can be found on the financial aid website (www.law.columbia.edu/financial-aid) or may be requested from the Financial Aid Office.

Housing

Transfer students are eligible to apply for on-campus housing accommodations. While availability is not guaranteed, please know students will receive housing assignments based on a first-come, first-served basis. Students should apply for housing as soon as they have received their formal admission information, including their Personal Identification Number (PIN). Additional housing information may be found on the UAH website (http://facilities.columbia.edu/housing). For specific questions, you may also contact Adrienne Leon, Manager of Housing and Student Life, at housing@law.columbia.edu.

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Fall 2020 Transfer/Visiting Application

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 _____

Social security number (last 4 digits) _____

LSAC account number _____

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 _____

Native language _____

Race/Ethnicity

The information below is optional. Please respond to questions 3.2 and 3.3 for Department of Education record-keeping and reporting requirements. ☐ I acknowledge this statement.

Are you Hispanic or Latino (person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race)? ☐ Yes ☐ No

What is your race? Select one or more of the following five categories:

☐ American Indian or Alaska Native
☐ Asian
☐ Black or African American
☐ Native Hawaiian or Pacific Islander
☐ White

Additional information: This section will allow you to tell us more about your background as identified above. Self-identification is voluntary. Please check the most appropriate box.

☐ American Indian/Alaska Native
☐ Mexican American/Chicano/a
☐ Other
☐ Other Hispanic
☐ Black/African American
☐ Asian/Pacific Islander
☐ South Asian
☐ Unknown
☐ White
☐ Puerto Rican
☐ South East Asian
☐ Middle Eastern

If you checked Other Hispanic, or Other, please specify your affiliation. If you checked American Indian/Alaska Native, please specify your affiliation and Tribal Enrollment Number, if applicable. _____

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Fall 2020 Transfer/Visiting Application

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 _____

Current permanent address good until date: _____

Day phone _____

Evening phone _____

Other Contact Information

Primary e-mail address _____

Secondary e-mail address _____

Mobile phone _____

Columbia University School of Law can send text messages to my mobile phone: ☐ Yes ☐ No

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Family Information

Parent/Guardian 1

Parent/Guardian's Full Name: _____

Relationship: _____

Age: _____

Deceased: ☐ Yes ☐ No

Birthplace: _____

US Citizen: ☐ Yes ☐ No

Employment information (occupation; employer; retired). Enter N/A if not applicable.

_____

College information (college; degree; year of graduation). Enter N/A if not applicable.

_____

Professional or graduate school information (university; degree; year of graduation). Enter N/A if not applicable.

_____

Parent/Guardian 2

Parent/Guardian's Full Name: _____

Relationship: _____

Age: _____

Deceased: ☐ Yes ☐ No

Birthplace: _____

US Citizen: ☐ Yes ☐ No

Employment information (occupation; employer; retired). Enter N/A if not applicable.

_____

College information (college; degree; year of graduation). Enter N/A if not applicable.

_____

Professional or graduate school information (university; degree; year of graduation). Enter N/A if not applicable.

_____

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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 _____

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 _____

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Fall 2020 Transfer/Visiting Application

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 _____

Has your education in college, university, or professional school been interrupted for one term or more for any reason? ☐ Yes ☐ No

If your education was interrupted, please explain: _____

_____

Transfer/Visiting

If you have previously applied to Columbia Law School, please indicate when: _____

Are you currently enrolled at any law school? ☐ Yes ☐ No

If currently enrolled at any law school, are you currently on academic probation or not in good standing? If yes, please upload a written explanation in the "Attachments" section. ☐ Yes ☐ No

If no longer enrolled at any law school, did you leave on academic probation or not in good standing? If yes, please upload a written explanation in the "Attachments" section. ☐ Yes ☐ No

Are you currently or have you ever been in a part-time program? If yes, please upload a written explanation in the "Attachments" section. ☐ Yes ☐ No

Were you awarded an undergraduate degree prior to your matriculation at your current law school? ☐ Yes ☐ No

Do you have fewer than 28 or greater than 32 credits? If yes, please upload a written explanation in the "Attachments" section. ☐ Yes ☐ No

Are you applying as a visiting student? ☐ Yes ☐ No

If you are applying as a visiting student, then please specify below the J.D. year (2L, 3L) and duration of the expected visitation. Kindly note that visiting as a 2L is permitted only for exceptional circumstances.

_____

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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.

_____

_____

CLS Program Information

If you wish to identify as LGBTQ+, please check the box below.
☐ I wish to identify as LGBTQ+

If you checked affirmatively in response to the previous question, please indicate whether or not you are amenable to being contacted (by phone, email or post) by OutLaws or QTPOC.
☐ Yes ☐ No

If neither of your parents completed a 4-year undergraduate degree (or its equivalent), please check the box below:
☐ This statement applies to me.

Optional: In the space below, feel free to share any "fun facts" about yourself (hobbies, interests, special talents, and accomplishments, etc.) that the Admissions Committee may not be able to glean otherwise from your application. Please note that whether you choose to answer the question or not, there will be no impact on your admissions decision.

_____

_____

In the space below, please list any languages with which you are familiar and the corresponding level of fluency (intermediate, professional, fluent, native, etc.).

_____

_____

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Character & Fitness

If you answer "Yes" to question 10.1, 10.2, 10.3, 10.4, and/or 10.5 in the "Character and Fitness" section, you must attach a detailed, complete, and truthful written explanation in the "Attachments" section of the application. Please answer honestly, irrespective of any advice you may have received to the contrary.

Have you ever been on academic probation or subjected to disciplinary action for scholastic or other reasons by any college, university, graduate school, or professional school you have attended? This should include matters that have been expunged. In addition to attaching a written explanation in the "Attachments" section of the application, kindly have the Dean or administrative officer in charge of student records forward a detailed explanation of the incident.

☐ Yes ☐ No

Are there any disciplinary charges pending or expected to be brought against you? In addition to attaching a written explanation in the "Attachments" section of the application, kindly have the Dean or administrative officer in charge of student records forward a detailed explanation of the incident.

☐ Yes ☐ No

Have you ever, either as an adult or a juvenile, been cited, arrested, charged with, indicted, convicted or tried for, or pleaded guilty to, the commission of any felony or misdemeanor or the violation of any law, except minor parking violations, or been the subject of any juvenile delinquency or youthful offender proceeding? This should include matters that may have been expunged from the records or subject to a diversionary program. Please note that you should have available and be prepared to submit or exhibit copies of police and court records regarding any matter you disclose in reply to this question. If you answered "Yes," you must attach a detailed, complete, and truthful explanation, including a statement of the charge(s), the disposition thereof and the underlying facts. Please answer honestly, irrespective of any advice you may have received to the contrary.

☐ Yes ☐ No

Are there any criminal charges pending or expected to be brought against you?

☐ Yes ☐ No

Have you ever been subject to disciplinary action or discharge by a professional organization, e.g., an employer, certifying agency, or accreditation board?

☐ Yes ☐ No

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.

I acknowledge the above statement. ☐ Yes

Letters of Recommendation

List the name(s) of law faculty members writing letters of recommendation on your behalf. Please note that transfer applicants must submit two letters of recommendation from law faculty members, and visiting applicants must submit one letter of recommendation from a law faculty member.

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Fall 2020 Transfer/Visiting Application

Résumé

Please upload a résumé of up to two pages detailing, among other things, significant full- or part-time employment positions held, internships, summer employment, community service, and schools attended. In addition, the résumé should include a summary of written scholarships, presentations, and extracurricular activities.

I confirm that I have uploaded my résumé: ☐ Yes

Personal Statement

Candidates to Columbia Law School are required to submit a personal essay or statement supplementing required application materials. This statement may provide the Admissions Committee with information regarding such matters as: personal, family, or educational background; experiences and talents of special interests; reasons for transferring to or visiting at Columbia Law School as they may relate to personal goals and professional expectations; or any other factors that you think should inform the Committee's evaluation of your candidacy for admission.

I confirm that I have uploaded my personal statement: ☐ Yes

Certification

Please be aware that this application and the materials filed in support, including your answers and any information included in the Character and Fitness section, will be retained by Columbia Law School and made available to the committee of character and fitness of the state(s) in which you intend to practice. Admission to any state bar depends on adequate academic performance, satisfactory completion of the bar examination, and proof of good character as required by the particular jurisdiction. Honesty in the law school application and admission process is essential in satisfying the requirements of good character required by state bars. Please be sure to consult the bar admission authorities in the state(s) in which you intend to practice for all the requirements necessary for admission to that jurisdiction.

By submitting this application, I certify that I submitted all materials directly, not through an agent or third-party vendor, with the exceptions pertaining to letters of recommendation, academic transcripts, and dean's certifications set forth in the application instructions.

I further certify that I have reviewed all materials submitted to Columbia University and/or LSAC as part of this application and confirm that all are accurate, authentic, true, and complete to the best of my knowledge. I shall promptly amend the foregoing application should there be a change in any of the facts therein and shall notify the Office of Admissions of such changes as they occur.

I agree and understand that any misrepresentation due to misdirected, inaccurate, or omitted information, false statements or falsified documents will be grounds for an examination of misconduct in the admissions process, rejection of my application, rescission of admission offer, disciplinary action, including cancellation of academic credit, suspension, expulsion, or revocation of degree if discovered at a later date.

I further agree and understand that Columbia Law School reserves the right to withdraw an offer of admission if I: (1) show a significant decline in academic performance or fail to graduate; (2) misrepresent any matter in dealing with the Office of Admissions, Financial Aid Office, or any other representative of Columbia Law School; (3) behave in a manner that indicates a serious lack of judgment, sincerity, or integrity; or (4) reserve a place in Columbia Law School's entering class and simultaneously commit to enroll at another law school or submit a deposit to another law school. I also agree and understand that Columbia Law School further reserves the right to make the continuing validity of an offer of admission contingent upon my providing further information or authorizing the release of information from other parties in connection with any matter relevant to the foregoing.

Applicant's Signature: _____

Date: _____

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