

# Application Instructions

## Instructions: New England Law | Boston

### Admissions Requirements

- Law degree or equivalent from a university or law school outside the United States
- Minimum score of 100 on the Internet-based test for TOEFL or a minimum score of 7.0 for IELTS. (For more information, see the section on TOEFL/IELTS below.)

### Application Deadline

Please send your completed application form and all supporting materials to New England Law | Boston by the [application deadline](#).

### Checklist

The following must be included with your application:

- Completed application form
- Personal statement
- Letter of recommendation
- Transcript and transcript analysis from your law school (see below)
- TOEFL or IELTS (If English is not your first language or your undergraduate degree was not received from an English-speaking institution.)
- Statement of financial proof (if needed)
- Visa information (see below)

### Application Requirements

#### Application Form

Please complete and file your application form by the deadline. It is recommended that you submit your application materials online through the Law School Admissions Council (LSAC) website.

We will notify you when your application has been received. If applying electronically, the LSAC will send you confirmation that your application has been submitted. Do not send an additional application by mail if you are applying electronically.

#### Personal Statement

Each applicant must submit a personal statement as part of the admissions process. Because the Admissions Committee does not conduct personal interviews, this law school requirement is the applicant's opportunity to address committee members. The statement should emphasize particular aspects of your background, suitability for admission, or the basis of your interest in our LLM Program. Applicants may address personal characteristics and circumstances; strengths; work experiences; extracurricular activities; ethnic, economic, and educational background; or any other topic that will help the committee evaluate you.

#### Letter of Recommendation

Each applicant must submit one letter of recommendation.

Faxed or photocopied recommendation letters are not accepted. There are two options for submitting letters of recommendation:

1. New England Law | Boston recommends that your letters be submitted through the [LSAC Letter of Recommendation Service](#). Letters submitted through the service are copied and sent to New England Law with a CAS report.
2. New England Law accepts letters submitted directly to the school by the recommender. The envelope must be sealed with the recommender's signature written over the seal.

### Transcript and Transcript Analysis

An official transcript from the law school or university that granted, or is granting, your law degree must be submitted along with your completed application form and all other required documents. If your law degree is from an institution outside the United States or Canada, it must be certified as the equivalent of a US law degree. We recommend that applicants register with [LSAC's LLM Credential Assembly Service](#). For a fee, the LSAC will collect, authenticate, and distribute a student's university records and TOEFL score, if required. The LSAC service serves only to authenticate non-United States or non-Canadian credentials that are needed in addition to a completed admission application.

### TOEFL / IELTS (if required)

If English is not your first language or if your undergraduate degree was not received from an English-speaking institution, you must take either the [Test of English as a Foreign Language \(TOEFL\)](#) or [International English Language Testing System \(IELTS\)](#) and receive a minimum score of 100 on the Internet-based test for TOEFL or a minimum score of 7.0 for IELTS.

You must contact the Educational Testing Service to request that your TOEFL score be sent to the LSAC. The LSAC's TOEFL code for the JD CAS is 8395. You'll find more details on the [LSAC website](#).

Candidates who receive a score below the required minimum on all English proficiency exams are still encouraged to apply to the program because we use a holistic approach when reviewing applications.

### Statement of Financial Proof

If you enter the United States as an international student, U.S. immigration authorities require that you demonstrate you have sufficient funds for your travel to and from the United States and for tuition and living expenses while you attend school. If your application for admission is accepted, you will have to provide detailed financial documentation to obtain immigration authorization. You must include a statement of financial proof with your application.

### Visa Information

New England Law | Boston offers assistance with the visa process. Entry requirements and visa information are available at:

- [Visa Information for International Applicants](#)
- [United States Immigration and Customs Enforcement website](#)

## Biographical

Prefix \_\_\_\_\_

First name \_\_\_\_\_

Middle name \_\_\_\_\_

Last name \_\_\_\_\_

Suffix \_\_\_\_\_

Previous (other) name \_\_\_\_\_

Preferred or chosen first name \_\_\_\_\_

Date of birth \_\_\_\_\_

Place of birth: City \_\_\_\_\_

Place of birth: Country \_\_\_\_\_

Place of birth: State/Province \_\_\_\_\_

Gender \_\_\_\_\_

Social security number \_\_\_\_\_

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 \_\_\_\_\_

### **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) \_\_\_\_\_

## LGBTQ+

Do you identify as a part of the LGBTQ+ community? If you prefer not to answer, please leave question blank.

\_\_\_\_ Yes

\_\_\_\_ No

## 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 \_\_\_\_\_

New England Law | Boston can send text messages to my mobile phone.

\_\_\_\_ Yes

\_\_\_\_ No

## Language

Which languages are you fluent in?

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Is English the primary instructional language at the institution from which you received your law degree?

Yes

No

## Standardized Testing

### TOEFL

Test Date

Test Score

_____	_____
_____	_____
_____	_____

### IELTS

Test Date

Test Score

_____	_____
_____	_____
_____	_____

Please review five statements below and select the statement which describes your English language proficiency.

My native language is English and my legal education at the university level was conducted in English in an English-speaking country.

Within the period of five years prior to the date of this application, I have been a full-time student for at least one year in a university legal academic program conducted entirely in English in one of the following countries: the United States, the United Kingdom, Ireland, Australia, New Zealand, Canada (English medium universities) or South Africa (English medium universities).

My native language is not English, but my legal education at the university level was conducted entirely in English in one of the following countries: India, Pakistan, the Philippines, Hong Kong or Singapore, and I have attached a statement from an official at my university verifying that English was the medium of instruction.

I have taken or will take the TOEFL and have arranged to have my scores sent through the LSAC LLM Credential Assembly Service.

I have taken or will take the IELTS and have arranged to have an official IELTS score report sent through the LSAC LLM Credential Assembly Service

## 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 \_\_\_\_\_

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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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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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## 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 \_\_\_\_\_

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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.

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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, explain the circumstances.

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List the academic honors, awards, or other recognitions you have received and explain the reason(s) upon which awards were made.

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## Education continued

Describe, as fully as possible, the grading and honor system used in the academic institutions where you pursued your first degree in law and any graduate law studies.

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## Bar Admission

List the states and/or countries, dates of admittance, and the current status (active/inactive) to practice law.

Country \_\_\_\_\_ Date of Admittance \_\_\_\_\_

State or Province \_\_\_\_\_ Current Status  Active  Inactive

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Country \_\_\_\_\_ Date of Admittance \_\_\_\_\_

State or Province \_\_\_\_\_ Current Status  Active  Inactive

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Country \_\_\_\_\_ Date of Admittance \_\_\_\_\_

State or Province \_\_\_\_\_ Current Status  Active  Inactive

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Country \_\_\_\_\_ Date of Admittance \_\_\_\_\_

State or Province \_\_\_\_\_ Current Status  Active  Inactive

If you are not a member of the bar in any state/country, when do you plan to sit for a bar examination and in which state/country?

Planned bar exam date \_\_\_\_\_

Country \_\_\_\_\_

State or Province \_\_\_\_\_

If you are not qualified to practice law, have you completed all of the academic (university level) legal education requirements necessary to take the bar examination?

Yes

No

If you have answered 'No' to the above question, when do you expect to complete the legal education requirements?

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## Employment

List all employment including internships.

Employment type  Full-time  Part-time  Internship  Unpaid Internship

Employer \_\_\_\_\_

Position \_\_\_\_\_ Country \_\_\_\_\_

Hours per week \_\_\_\_\_ State/Province \_\_\_\_\_

Start date \_\_\_\_\_ City \_\_\_\_\_

End date \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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Employment type  Full-time  Part-time  Internship  Unpaid Internship

Employer \_\_\_\_\_

Position \_\_\_\_\_ Country \_\_\_\_\_

Hours per week \_\_\_\_\_ State/Province \_\_\_\_\_

Start date \_\_\_\_\_ City \_\_\_\_\_

End date \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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Employment type  Full-time  Part-time  Internship  Unpaid Internship

Employer \_\_\_\_\_

Position \_\_\_\_\_ Country \_\_\_\_\_

Hours per week \_\_\_\_\_ State/Province \_\_\_\_\_

Start date \_\_\_\_\_ City \_\_\_\_\_

End date \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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## Employment continued

Employment type  Full-time  Part-time  Internship  Unpaid Internship

Employer \_\_\_\_\_

Position \_\_\_\_\_ Country \_\_\_\_\_

Hours per week \_\_\_\_\_ State/Province \_\_\_\_\_

Start date \_\_\_\_\_ City \_\_\_\_\_

End date \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Total number of months full-time work experience.

List your extracurricular, community, or other activities in the order of their importance to you. Give a brief description of your involvement, including any special responsibilities or leadership positions held.

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## Character and Fitness

### Qualifications for Admission to the Bar

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. Bar examiners may require information similar to that requested in the last two questions in this section and considerable additional information as part of their character review as a prerequisite to taking the bar examination. The fullest possible disclosure to the bar is recommended. Admission to or graduation from law school does not guarantee a registrant that he/she will be eligible to sit for a bar examination and/or be admitted to the practice of law.

Have you ever been placed on warning, probation, suspended, or dismissed from any educational institution, including law school, either for academic or disciplinary reasons? If yes, submit an explanation as an attachment.

Yes

No

## Character and Fitness continued

Have you ever been a) convicted of a felony for which the conviction has not been vacated or expunged or b) convicted of a misdemeanor for which you were sentenced to imprisonment and for which the conviction has not been vacated or expunged or c) convicted of a misdemeanor within the past five years, for which the conviction has not been vacated or expunged, excluding however a first conviction for drunkenness, simple assault, speeding, minor traffic violations, affray, or disturbance of the peace? Note: Some states' bars require disclosure of much fuller information relating to criminal proceedings, including information that was subsequently expunged or sealed. If yes, submit an attachment describing the nature of the conviction, the circumstances involved, the sentence imposed, and the court in which the case was heard.

Yes

No

Have you ever been a party on either side in a civil action or proceeding involving a claim of fraud, conversion, breach of fiduciary duty, professional malpractice or other wrongful conduct? If yes, submit an explanation as an attachment.

Yes

No

## 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

If you attended any events mentioned in the Recruiting Events section, please list them below:

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## Law School Interest continued

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.

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Are you applying to any other LLM schools?

Yes

No

## Family

### Next of Kin/Emergency Contact

Salutation \_\_\_\_\_

Country \_\_\_\_\_

First (given) name \_\_\_\_\_

Street address--line 1 \_\_\_\_\_

Middle name/initial \_\_\_\_\_

Street address--line 2 \_\_\_\_\_

Last (family) name \_\_\_\_\_

Street address--line 3 \_\_\_\_\_

Relationship to applicant \_\_\_\_\_

City \_\_\_\_\_

Telephone (include area code) \_\_\_\_\_

State/province \_\_\_\_\_

Zip/postal code \_\_\_\_\_

## Family continued

If you have any close relatives who have been students at this university, please provide the following information.

Relative 1

Law school  University

First (given) name \_\_\_\_\_

Middle name/initial \_\_\_\_\_

Last (family) name \_\_\_\_\_

Relationship to applicant \_\_\_\_\_

School attended \_\_\_\_\_

Start date (month/year) \_\_\_\_\_

End date (month/year) \_\_\_\_\_

Degree awarded \_\_\_\_\_

### **Parent/Guardian - 1**

Choose not to answer

Deceased

First (given) name \_\_\_\_\_

Middle name/initial \_\_\_\_\_

Last (family) name \_\_\_\_\_

Occupation \_\_\_\_\_

Highest level of education \_\_\_\_\_

E-mail address \_\_\_\_\_

Relative 2

Law school  University

First (given) name \_\_\_\_\_

Middle name/initial \_\_\_\_\_

Last (family) name \_\_\_\_\_

Relationship to applicant \_\_\_\_\_

School attended \_\_\_\_\_

Start date (month/year) \_\_\_\_\_

End date (month/year) \_\_\_\_\_

Degree awarded \_\_\_\_\_

Country \_\_\_\_\_

Street address--line 1 \_\_\_\_\_

Street address--line 2 \_\_\_\_\_

Street address--line 3 \_\_\_\_\_

City \_\_\_\_\_

State/province \_\_\_\_\_

Zip/postal code \_\_\_\_\_

## Family continued

### Parent/Guardian - 2

Choose not to answer

Deceased

First (given) name \_\_\_\_\_

Middle name/initial \_\_\_\_\_

Last (family) name \_\_\_\_\_

Occupation \_\_\_\_\_

Highest level of education \_\_\_\_\_

E-mail address \_\_\_\_\_

Country \_\_\_\_\_

Street address--line 1 \_\_\_\_\_

Street address--line 2 \_\_\_\_\_

Street address--line 3 \_\_\_\_\_

City \_\_\_\_\_

State/province \_\_\_\_\_

Zip/postal code \_\_\_\_\_

## Signature

I certify that the information provided herein is complete and accurate. I agree to update the answers to questions asked in this application form until the first day of classes, such that the answers remain fully complete and accurate. If I am granted admission and enroll, I agree to comply with all the rules and regulations of New England Law | Boston.

I acknowledge the above statement.

SIGNATURE OF APPLICANT:

\_\_\_\_\_

DATE:

\_\_\_\_\_

It is the policy of New England Law | Boston to provide equality of opportunity in legal education for all applicants for admission, enrolled students, and graduates, without discrimination on the basis of race, color, religion, national or ethnic origin, sex, gender (including identity and expression), age, handicap or disability, or sexual orientation. The law school complies with all applicable federal, state, and local nondiscrimination laws, including Title IX. Please contact the Director of Student Services at 154 Stuart Street, Boston, MA 02116 (617-422-7401) with any inquiries regarding the nondiscrimination policy.