



Application Instructions

This LLM application is for lawyers seeking to advance their training in a specific area of law. The LLM program offers options to specialize in several different subject areas, some of which are presented in a fully online format. In order to support your individual career goals, you may specialize in cybersecurity and data privacy (fully online), financial compliance and risk management (fully online), government affairs and advocacy, health law and compliance (hybrid), intellectual property law, international law, or you may design your own advanced legal studies program based upon available courses. All applications to LLM programs MUST be submitted electronically through the Law School Admission Council (LSAC). Applicants are encouraged to apply as early as possible. In order to be considered, an application must be complete with all supporting documentation by the application deadline. Please carefully complete all required sections. Failure to do so may delay the processing of your application. All completed applications are carefully reviewed in their entirety to determine whether the applicant possesses the academic preparation and motivation to successfully complete a rigorous law school curriculum. Committee members attempt to gauge each applicant's prior academic performance and expected performance based upon a holistic review of all application materials submitted.

If you received your law degree from an institution outside the U.S. and your primary goal is to seek eligibility for a US bar exam, please apply to our LLM for International Law Graduates using the designated application.

LLM candidates are required to earn 24 credits in approved courses. Students are expected to complete their degrees within three years and to be continuously enrolled (full- or part-time) during fall and spring semesters until all degree requirements are met. Courses previously taken toward the JD do not count toward the LLM.

Checklist of Required Items—LLM:

- Completed application, no application fee
- Credential Assembly Service Law School Report, including undergraduate transcript(s) and law school transcript(s)
- Two letters of recommendation, if requested by the reviewing committee
- Résumé or curriculum vitae
- A 2-3 page statement of interest outlining why you wish to pursue this degree

Application

Please complete the appropriate Albany Law School LLM application, making certain that you select the correct program and term in which you wish to enroll. Please be sure to answer all required questions completely and submit all required supporting materials. Failure to do so may delay the processing of your application.

Credential Assembly Service Law School Report

Credential Assembly Service Law School Report Registration with the Law School Admission Council's LLM Credential Assembly Service is required. The following materials must be submitted through this service:

• Transcripts: official transcripts from all schools that you have attended must be sent according to LSAC's instructions so that English translations, evaluations, and accreditation information can be provided to Albany Law School.

• If requested by the Admissions Committee after initial review, two letters of recommendation. No letters are required for an initial review. All applications will be initially reviewed when complete. Upon review, the Admissions Committee will either notify applicants of their decision or request Letters of Recommendation. If requested, letters must be from faculty, supervisors, or clients who can address your academic and intellectual abilities.

Statement of Interest

The Statement of Interest should be written in your own words and limited to 2-3 typed double-spaced pages outlining how this degree will support your career objectives.

Résumé

Please include all employment, publications, any substantive extra-curricular activities, and community service.

Character & Fitness

If you answer "yes" to any Character & Fitness questions, you must submit a statement outlining, in detail, the facts and



circumstances of each reported event. The statement should include dates, exact name and location of courts (if any), and final disposition of all matters. Your statement must be attached in order to submit your application. Failure to provide sufficient description and/or explanation of reported events may prompt the Admissions Committee to request additional information from you, thereby causing a delay in the processing of your 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.

Please note that in regards to answering "yes" to questions involving academic or criminal records, the Board of Bar Examiners may ask for more detailed information. Inconsistencies between your law school application and your application to the Bar may cause difficulty with bar admission. Failure to make a complete disclosure when answering the below questions may subject a student to disciplinary action.

Diversity Statement and Additional Addenda (optional)

Albany Law School values the diverse perspectives and experiences that our students contribute to our community and classes. We also acknowledge that many applicants have overcome obstacles or hardships to achieve their current level of education. If you feel there is information not shared elsewhere in your application that the Admissions Committee may find relevant to their review process, you may choose to submit an optional addendum. Brief optional addenda may also be useful to explain LSAT score discrepancies and/or gaps in education or work history.

Financial Documentation (not required for U.S. citizens or permanent residents)

A completed "International Student Financial Statement" is required to document your ability to pay the cost of attendance and in order to prepare the I-20 necessary to obtain the F-1 student visa. This financial statement should be submitted upon receipt of an official offer of admission.

Certification

All applicants must electronically certify that the information provided in this application, including supporting documents and attachments, is correct, true, and subject to verification. The applicant understands that any offer of admission and/or financial assistance is contingent upon the accuracy and completeness of this application. The applicant has an ongoing obligation to promptly notify the Albany Law School Admissions Office should there be any change to information included in this application, supporting documents, or attachments, even after acceptance or enrollment.

Questions

Contact the Albany Law School Admissions Office at 518-445-2326 or e-mail admissions@albanylaw.edu

It is the policy of Albany Law School not to discriminate on the basis of race, color, national or ethnic origin, sex, handicap or disability, age, religion, marital or parental status, veteran status, sexual orientation or gender identity or expression in admissions or employment in its programs and activities. Inquiries regarding the nondiscrimination policy may be directed to the Office of Human Resources, Albany Law School, 80 New Scotland Avenue, Albany, N.Y. 12208-3494, 518-445-2311.



Application

Please select your preferred area of specialization. For more information regarding each specialization, please visit our website at albanylaw.edu.

- (LLM/MS) Fin Compliance & RM (Online)
- LLM Cybersecurity (Online)
- LLM Advanced Legal Studies
- LLM Government Admin & Regulation
- LLM Health Law
- LLM Intellectual Property
- LLM International Law

Please select your start term:

2020 Spring 1 term for Online Programs begins January 13 and ends February 28.

2020 Spring 2 term for Online Programs begins March 16 and ends May 1.

2020 Spring 1 only term for Residential Programs begins January 13 and ends May 13.

- Spring 1
- Spring 2

Biographical

LSAC Account Number:

Prefix:

- Miss
- Mrs.
- Ms.
- Mr.
- Dr.

First (given) name:

Middle name/initial:



Biographical continued

Last (family) name

Suffix:

Preferred first name:

Previous (other) name:

Gender:

Female

Male

Prefer to self-identify per below

Prefer not to identify

Self-identified gender:

Date of birth:

Place of birth:

SSN/SIN (do not include dashes). SSN is required if you plan to apply for federal financial aid in order to pair with your FAFSA form.

Do you wish to identify as lesbian, gay, bisexual, transgender, or intersexual? (This question is optional.)

Yes

No

Are or were you a first generation college student? A first generation college student is defined as a student whose parents or legal guardians have not completed a bachelor's degree.

Yes

No



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.

- | | | |
|---|---------------------------------------|--|
| <input type="checkbox"/> Chicano/Mexican American | <input type="checkbox"/> Cuban | <input type="checkbox"/> Dominican |
| <input type="checkbox"/> Other Hispanic/Latino | <input type="checkbox"/> Puerto Rican | <input type="checkbox"/> South or Central American |
| <input type="checkbox"/> Spanish | | |



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

Consent

Decline to respond

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 _____



Contact Information continued

Permanent Address

Country _____

Permanent mailing address good until date _____

Street address--line 1 _____

Day phone _____

Street address--line 2 _____

Evening phone _____

Street address--line 3 _____

City _____

State/province _____

Zip/postal code _____

Other Contact Information

Primary e-mail address _____

Secondary e-mail address _____

Mobile phone _____

Albany Law School can send text messages to my mobile phone.

Yes

No

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 _____



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 _____

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



Education continued

Did you leave the law school under less than good standing?

____ Yes

____ No

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

Standardized Testing

LSAT

Test Date

Test Score

_____	_____
_____	_____
_____	_____

TOEFL

Test Date

Test Score

_____	_____
_____	_____
_____	_____

IELTS

Test Date

Test Score

_____	_____
_____	_____
_____	_____



Standardized Testing continued

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 directly to the Law School.

Character & Fitness

If you answer "yes" to any of the below questions, you must submit a statement reciting, in detail, the facts and circumstances of each reported event. The statement should include dates, exact name and location of courts (if any), and final disposition of all matters. Your statement must be attached in order to submit your application. Failure to provide sufficient description and/or explanation of reported events may prompt the Admissions Committee to request additional information from you, thereby causing a delay in the processing of your application.

In addition to a bar examination, there are character, fitness, and other qualifications for admission to the bar in every U.S. jurisdiction. Bar Examiners may ask additional questions beyond those listed on this application. 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.

Please note that in regards to answering "yes" to questions involving academic or criminal records, the Board of Bar Examiners may ask for more detailed or additional information. Inconsistencies between your law school application and your application to the Bar may cause difficulty with bar admission. Failure to make a complete disclosure when answering the below questions may also subject a student to disciplinary action.

Has your college or university, graduate, or professional school attendance been interrupted for one or more terms for any reason?

If yes, you must attach a detailed explanation.

Yes

No

Have you ever been subject to disciplinary action, including being placed on probation or being suspended or dismissed, for scholastic or other reasons from any of the colleges, universities, or graduate or professional schools you have attended and/or are there any disciplinary charges pending or expected to be brought against you?

If yes, you must attach a detailed explanation. Please note that if you have been academically dismissed from a previous Law School, your statement should explain why your prior disqualification does not indicate a lack of capacity to complete our JD program and earn admission to the bar.

Yes

No



Character & Fitness continued

Have you ever, either as an adult or a juvenile, been cited, arrested, taken into custody, charged with, indicted, convicted, tried for, or pleaded guilty to, the commission of any felony or misdemeanor or the violation of any law, except minor parking or traffic violations, or been the subject of any juvenile delinquency or youthful offender processing, including matters that have been expunged or dismissed?

If yes, you must attach a detailed explanation.

____ Yes

____ No

Have you ever been named in any lawsuit, litigation, or civil judicial proceeding?

If yes, you must attach a detailed explanation. You may exclude annulment, divorce, and separation actions.

____ Yes

____ No

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.



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 _____
Telephone (include area code) _____ City _____
State/province _____
Zip/postal code _____

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

Relative 1		Relative 2	
_____ Law school	University	_____ Law school	University
First (given) name _____	_____	First (given) name _____	_____
Middle name/initial _____	_____	Middle name/initial _____	_____
Last (family) name _____	_____	Last (family) name _____	_____
Relationship to applicant _____	_____	Relationship to applicant _____	_____
School attended _____	_____	School attended _____	_____
Start date (month/year) _____	_____	Start date (month/year) _____	_____
End date (month/year) _____	_____	End date (month/year) _____	_____
Degree awarded _____	_____	Degree awarded _____	_____

Parent/Guardian - 1

_____ Choose not to answer
_____ Deceased
First (given) name _____
Middle name/initial _____
Last (family) name _____
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 _____

Country _____

Street address--line 1 _____

Street address--line 2 _____

Street address--line 3 _____

City _____

State/province _____

Zip/postal code _____

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:

Have you previously applied to this law school?

Yes

No



Law School Interest continued

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.

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

Country _____ Date of Admittance _____

State or Province _____ Current Status ____ Active ____ Inactive

Country _____ Date of Admittance _____

State or Province _____ Current Status ____ Active ____ Inactive

Country _____ Date of Admittance _____

State or Province _____ Current Status ____ Active ____ Inactive
