

## **LL.M. PROGRAMS FOR U.S. LAWYERS APPLICATION**

### **APPLICATION INSTRUCTIONS**

For timely consideration we encourage all applications to be submitted to Loyola University New Orleans College of Law no later than the corresponding deadlines.

**Summer – May 1 | Fall – August 1 | Spring – January 1**

A completed application must include the following documents:

- **A short personal statement explaining your interest in the program;**
- **An official transcript from your law school (e-Scripts are welcome);**
- **A current résumé;**
- **One letter of recommendation from a law school professor, which may be emailed directly to [valuwisc@loyno.edu](mailto:valuwisc@loyno.edu).**

Your application will not be considered complete until we receive each of the items listed above.

Applications may be submitted to Tori Luwisch-deLaurel at [valuwisc@loyno.edu](mailto:valuwisc@loyno.edu).

## **DEGREE AND PROGRAM**

Please select the degree to which you are applying:

☐

LL.M. in Environmental Law

☐

LL.M. in Health Law

☐

LL.M. in Immigration Law

☐

LL.M. in Individualized Study (General)

Please indicate which term to which you are applying:

☐

Summer

☐

Fall

☐

Spring

## **BIOGRAPHICAL**

PREFIX

DATE OF BIRTH

FIRST NAME

PLACE OF BIRTH: CITY

MIDDLE NAME

PLACE OF BIRTH: STATE/PROVINCE

LAST NAME

PLACE OF BIRTH: COUNTRY

SUFFIX

GENDER

PREVIOUS (OTHER) NAME

\*We will ask you to provide your SSN via phone at a later date.

PREFERRED FIRST NAME

*\*Your SSN is used to match your current and future records with any past records, ensuring that you receive full credit for all academic work. Your SSN is required for reporting tax credit information to the federal government.*

## **CONTACT INFORMATION**

### **CURRENT ADDRESS**

COUNTRY

STREET ADDRESS – LINE 1

CURRENT MAILING ADDRESS GOOD UNTIL DATE

STREET ADDRESS – LINE 2

STREET ADDRESS – LINE 3

CITY

STATE/PROVINCE

ZIP/POSTAL CODE

PHONE NUMBER

SECONDARY NUMBER

PRIMARY EMAIL

## PERMANENT ADDRESS

COUNTRY

STREET ADDRESS – LINE 1

PERMANENT MAILING ADDRESS GOOD UNTIL DATE

STREET ADDRESS – LINE 2

STREET ADDRESS – LINE 3

CITY

STATE/PROVINCE

ZIP/POSTAL CODE

## EMERGENCY CONTACT

NAME

RELATIONSHIP

PHONE

E-MAIL ADDRESS

## DEMOGRAPHIC INFORMATION

### CITIZENSHIP

☐

US CITIZEN

☐

US PERMANENT RESIDENT

☐

NON-RESIDENT ALIEN

COUNTRY OF CITIZENSHIP

VISA TYPE

VISA/SEVIS NUMBER

PERMANENT RESIDENT NUMBER

PERMANENT CITY

PERMANENT STATE/PROVINCE

PERMANENT COUNTRY

NATIVE LANGUAGE

**RACE AND ETHNICITY:** Loyola asks for racial/ethnic background information. This information is used for federal, state, and institutional reporting and statistical purposes. This is a two-part question.

ARE YOU HISPANIC OR LATINO (a person of Cuban, Mexican, South or Central American, or other Spanish culture or origin, regardless of race)?

☐ YES

☐ NO

WHAT IS YOUR RACE? SELECT ONE OR MORE RACES TO INDICATE WHAT YOU CONSIDER YOURSELF TO BE.

☐ ABORIGINAL or TORRES STRAIT ISLANDER AUSTRALIAN

☐ AMERICAN INDIAN or ALASKA NATIVE

☐ ASIAN

☐ BLACK or AFRICAN AMERICAN

☐ CANADIAN ABORIGINAL

☐ CAUCASIAN/WHITE

☐ NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER

☐ PUERTO RICAN

☐ CONSENT – DECLINE TO RESPOND

**TRIBAL AFFILIATION:**

IF YOU ARE A MEMBER OF A NATIVE AMERICAN TRIBE, WHAT IS YOUR TRIBAL AFFILIATION OR VILLAGE NAME? (OPTIONAL)

IF YOU HAVE A TRIBAL ENROLLMENT NUMBER, PLEASE PROVIDE IT HERE.

**EDUCATION**

List ALL educational institutions attended – if additional space is needed please add an addendum page to this application.

| INSTITUTION TYPE |  | INSTITUTION NAME |                     |
|------------------|--|------------------|---------------------|
| MAJOR            |  | COUNTRY          | STATE/PROVINCE      |
| CITY             |  | START DATE       | END DATE            |
| GPA              |  | DEGREE GRANTED   | DATE DEGREE GRANTED |
| INSTITUTION TYPE |  | INSTITUTION NAME |                     |
| MAJOR            |  | COUNTRY          | STATE/PROVINCE      |
| CITY             |  | START DATE       | END DATE            |
| GPA              |  | DEGREE GRANTED   | DATE DEGREE GRANTED |

## **MILITARY**

HAVE YOU SERVED OR ARE YOU NOW SERVING ON FULL-TIME, ACTIVE U.S. MILITARY DUTY?

☐

YES

☐

NO

DATE OF ENTRANCE (MONTH/YEAR)

DATE OF DISCHARGE (MONTH/YEAR)

RANK

EXPECTED MILITARY RESERVE OR NATIONAL GUARD STATUS DURING ENROLLMENT

BRANCH

DISCHARGE TYPE

HAVE YOU EVER BEEN SEPARATED FROM ANY BRANCH OF THE U.S. ARMED FORCES UNDER LESS THAN HONORABLE CONDITIONS?

YES

NO

IF YOU HAVE BEEN SEPARATED FROM ANY OF BRANCH OF THE U.S. ARMED FORCES UNDER LESS THAN HONORABLE CONDITIONS, PLEASE EXPLAIN THE CIRCUMSTANCES.

## **CHARACTER AND FITNESS**

Because of the high ethical standards to which lawyers are held, the failure to disclose an act or event such as the ones described below is often more significant, and leads to more serious consequences, than the act or event itself. Past criminal history will not automatically bar admission. Failure to provide truthful answers, or failure to inform the Office of Law Admissions of any changes to your answers, may result in revocation of admission or disciplinary action by the law school, or denial of permission to practice law by the state in which you seek admission to the bar. We strongly urge, if you are unsure as to whether to make a disclosure, that you err on the side of disclosure. Inconsistencies between your application to the bar and your application for admission to law school may prevent you from being admitted to the bar. It is your responsibility to update your application by notifying the Loyola Office of Law Admissions of any disciplinary charges that are filed or are expected to be filed between the date you submit this application and the date you enroll at Loyola. Your obligation to disclose continues throughout your entire tenure at Loyola University New Orleans College of Law.

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 that jurisdiction. Addresses for all relevant agencies are available through the National Conference of Bar Examiners.

- Have you ever been placed on academic probation, received scholastic warning, or have you been dropped, suspended, disqualified, excluded or expelled from any college or graduate school for academic reasons?

If yes, please attach a full explanation of the reasons for and circumstances surrounding the academic action.

- While attending any college or university, have you ever received disciplinary probation or action against you, or have you been dropped, suspended, excluded or expelled from any college or graduate school for violating a school code or honor code, for plagiarism, cheating, or other non-academic conduct?

If yes, attach a full explanation of the reasons for and circumstances surrounding the disciplinary action.

- Have you ever been placed on academic probation, received scholastic warning, or have you been dropped, suspended, disqualified, excluded or expelled from any law school for academic reasons?

If yes, please attach a full explanation of the reasons for and circumstances surrounding the academic action.

- Have you ever been arrested, cited, charged, indicted, ticketed, and/or convicted of any violation of the law other than a minor traffic violation? Have you ever been discharged from the military less than honorably? Is there any action currently pending adjudication? You are also required to disclose offenses which have been expunged, purged, sealed, obliterated, dismissed, or when the records have been destroyed, regardless of whether you have been told that you need not disclose any such event. This information will also be required to be disclosed by state bar authorities in many states along with a copy of your application to law school.

If your answer is yes, please attach a full explanation of the reasons for and circumstances surrounding the incidents), including the dates, disposition of all of the charges, and your current view on these past incidents.

- Were any disciplinary or criminal incidents involving alcohol or illegal substances? Several states, including Louisiana, have Lawyers Assistance Programs through their state bar offices that may institute a recovery contract based on character and fitness reports and disclosures.

In a written statement, please provide the full explanation and include what steps have been taken to avoid further incidents involving alcohol or illegal substance.

## **CERTIFICATION**

By signing and submitting this application and supporting documents, I certify that the information provided to the Loyola University New Orleans College of Law is true, correct, and complete to the best of my knowledge. I agree to and will promptly inform the law school in writing if there is any change in any of the facts or other information represented herein that might affect my eligibility for consideration whether as an applicant or admitted student.

Furthermore, the submission of incomplete, misleading, or false information constitutes grounds for denial of admission, withdrawal of an admissions offer, cancellation of enrollment, revocation of a conferred degree, or other appropriate disciplinary action by the College of Law.

PRINTED NAME

DATE

SIGNATURE

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### **Mail or Email application and all supporting documents to:**

Loyola University New Orleans College of Law  
LL.M. Programs  
Attn: Tori Luwisch-deLaureal  
7214 St. Charles Ave.  
Campus Box 901  
New Orleans, LA 70118  
[valuwisc@loyno.edu](mailto:valuwisc@loyno.edu)