

Instructions: University of Wyoming College of Law

Directions for Submitting Applications Prepared Using the Law School Admission Council's Electronic Applications

We accept applications that have been prepared using the Law School Admission Council's LSDAS Electronic Applications. This service allows you to use your computer to fill out applications. You can print our completed application and send it directly to the University of Wyoming College of Law or you can electronically transmit your law school application to LSAC. LSAC will then send a printed version of your application to the University of Wyoming College of Law. You **must** print, sign, and mail a **Certification Letter** along with your application fee to the law school if you apply electronically via LSAC.

1. APPLICATION

Complete and return the College of Law Application for Admission between October 1 and March 1 of the academic year preceding your requested admission. Read the application carefully before completing it. All questions must be answered fully unless the question indicates a response is optional.

2. APPLICATION FEE

Submit nonrefundable application fee of \$50.

3. APPLICATION STATUS

The College of Law only admits beginning students in the fall semester, which typically commences the last full week of August. Students reapplying for admission must indicate the year(s) of prior applications. Transfer students (Admission with Advanced Standing) are admitted only when the College of Law facilities and curriculum permit. Applications for transferring students are due on or before July 1. Transferring students are encouraged to contact the College of Law for details of admission.

4. PERSONAL INFORMATION

Provision of your social security number is optional, but we encourage you to include it. Use of your social security number better enables our admissions staff to track documents related to your application. Use of your social security number as your student identification number will also assist us in tracking records related to your studies at the College of Law.

Please update your address with the College of Law Admissions Office if it changes during the admission period.

5. RESIDENCY

For complete description of residency requirements and tuition determinations see: [Application for Residency](#). University of Wyoming graduates are also entitled to the reduced tuition rate.

6. *LSAT/LSDAS*

All applicants must take the Law School Admission Test (LSAT). This test should be taken at or before the February administration of the test. All applicants must also register with the Law School Data Assembly Service (LSDAS). An applicant from a country other than the United States must also arrange to take the TOEFL (Test of English as a Foreign Language) exam and have the score reported directly to the College of Law if English is not the applicant's first language.

7. *EDUCATION*

List chronologically all undergraduate and graduate work, including any prior law school work.

All applicants must register with the Law School Data Assembly Service and have transcripts forwarded to LSDAS by the registrar of each university and/or college attended. No action will be taken on this application until your transcript analysis from LSDAS has been received by the College of Law. An applicant from a country other than the United States must provide official transcripts with an English translation from the educational institution(s) he/she attended to earn undergraduate and/or graduate degrees, if the LSDAS report does not provide a transcript analysis for those educational institutions.

8. *CHARACTER AND FITNESS*

Answer "yes" or "no" to the listed questions. If your answer to any of these questions is "yes," you must electronically attach, or include with the application, a statement explaining in full the circumstances respecting each "yes" answer. Failure to comply will result in an incomplete application.

9. *PERSONAL RÉSUMÉ*

You must electronically attach, or include with this application, a personal résumé. List and briefly describe up to five extracurricular honors, accomplishments, community service activities or other activities that have been important to you. List and briefly describe all post-high school employment, including your present position. If you served in the military and would like to have your services considered in the application process, include military branch, dates of service, duties and discharge status, and/or current military status.

10. *PERSONAL ESSAY*

You must electronically attach, or include with this application, a personal essay explaining why you are seeking admission to law school. While you are not required to do so, you may use this essay to describe life experiences or insights that have led you to pursue a legal education at this time and/or the use(s) that you hope to make of your legal education after graduating from law school. Please feel free to add information that you would like the Admissions Committee to consider relating to challenges or disadvantages that you have confronted in your life. **This essay may not exceed two 8 1/2 x 11 inch typewritten pages and it must be double-spaced. Use nothing smaller than 3/4-inch margins and 10-point font.**

11. SIGNATURE

Any false or misleading statement or an incomplete or inaccurate application may be the basis for denial of admission or, if the applicant has been admitted, disciplinary action by the College of Law. All questions must be answered fully and completely, and the application must contain an original signature and date. If you elect to submit this application electronically rather than printing and mailing it, you must sign the Certification Letter, instead of the application, and send the Certification Letter directly to the College of Law. You must notify the College of Law of any changes in the information in your application that occur after submission of your application.

12. CHECKLIST FOR APPLICANT

This section is for applicant use only as a reminder of required information for admission to the College of Law.

13. OTHER

a. Letters of Recommendation

Applicants may submit up to three (3) letters of recommendation. Letters can be submitted directly to the UW College of Law or through the LSAC Letter of Recommendation Service that is included in your LSDAS registration. To be considered, letters of recommendation must be received by the application deadline of March 1, whether submitted directly to the College of Law or through the LSAC Letter of Recommendation Service.

b. Certification Letter

You **must** print out, sign, and mail a Certification Letter if you apply electronically via LSAC.

Any false or misleading statement or an incomplete or inaccurate application may be the basis for denial of admission or, if the applicant has been admitted, disciplinary action by the College of Law. All questions must be answered fully and completely. If you elect to submit this application electronically, you must sign the Certification Letter, instead of the application, and send the Certification Letter directly to the College of Law. You must notify the College of Law of any changes in the information in your application that occur after submission of your application.

- c. Applicants will be notified by email when their applications are complete. Notification of admission or non-acceptance will be sent by US mail. Applicants should notify the College of Law of any changes in mailing address, email, and telephone number.

d. Mailing Address:

University of Wyoming
College of Law
Admissions Office
Dept. 3035, 1000 E. University Ave.
Laramie, Wyoming 82071

All materials submitted by the applicant become the property of the College of Law and cannot be returned.