

Transfer Application Instructions - LL.M./J.D.

Instructions: St. John's University School of Law

St. John's University School of Law welcomes your application and seeks to make every effort to ensure that the application process is as straightforward and clear as possible. Please contact us at lawinfo@stjohns.edu or 718-990-6474 if you have any questions or if you need additional information.

LL.M./J.D. Transfer Students

The LL.M./J.D. program allows for a select group of St. John's Law LL.M. graduates to continue on to receive the J.D. degree, with the LL.M. year counting as free electives towards the J.D. A full-time student in the program completes both degrees in a total of three years. (The LL.M. is awarded after the first year; the conferral of the J.D. degree occurs two years after that, once the student has completed all of the requirements of the J.D. program.) The program provides students with a deeper understanding of American law and opens up the option of taking the bar exam in any U.S. state.

Students who participate are transfer students and are not required to take the LSAT or GRE.

Application Requirements

A student in the TLP or USLS LL.M. program applies for admission to the J.D. during the final semester of his or her LL.M. studies. Students are typically on pace to complete their LL.M. degree with a minimum GPA of 3.6. All applicants will be reviewed by the J.D. Admissions Committee, and a decision will be made after the application is complete and all final grades are received. As part of the application, students must submit:

- St. John's transcript from the LL.M. program
- Two letter of recommendation, one of which is written by a faculty member not affiliated with the LL.M. programs
- Personal Statement outlining why the applicant wishes to pursue the J.D. degree
- Resume
- Letter from Dean Kelly stating that you are in good standing and which credits would be eligible to transfer to the J.D. program

Undergraduate Transcript Requirements

Incoming students must provide official transcripts from all previous colleges and universities attended, including a final transcript showing conferral of an undergraduate degree by September 1, if one is not already on file with St. John's Law Graduate Studies Office. Pursuant to the American Bar Association Standards and Rules of Procedure for Approval of Law Schools, students who do not submit such transcripts by October 15th of their year of enrollment will be withdrawn from the program, unless the Law School, through the Assistant Dean for Students, grants a reasonable extension for extraordinary circumstances where, through no fault of the student, he or she was unable to procure a transcript in time. If such extraordinary circumstances are present, documentation will be placed in the student's file.

Equality of Opportunity

St. John's University does not discriminate on the basis of race, color, national or ethnic origin, sex (including sexual harassment and sexual violence), sexual orientation, gender identity and gender expression, disability, religion, age, status in the uniformed services of the United States (including veteran status), marital status, status as a victim of domestic violence, citizenship status, genetic predisposition or carrier status in its programs and activities as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990 and the Amendments Act, Section 504 of the Rehabilitation Act of 1973, Title VI or Title VII of the Civil Rights Act of 1964, and other applicable statutes and University policies.

Bar Admission

Applicants who intend to practice law should be aware that admission to the bar in all states involves character, fitness and other qualifications. Applicants are encouraged to determine what those requirements are in the state(s) in which they intend to practice by consulting the website of the National Conference of Bar Examiners at www.ncbex.org. Applicants to law school should contact the official bar admission agency in the jurisdiction where they plan to practice. Initially, it is important to determine if there is a requirement to register with the agency upon entrance to law school in anticipation of applying to take a bar examination upon graduation. To prepare themselves accordingly, applicants also are advised to familiarize themselves with the rules governing admission to the bar in the jurisdictions in which they intend to practice. For those applicants who anticipate admission to the New York Bar, please be advised that you are not required to contact the State Board of Law Examiners prior to commencing law school.

International Students

If you are accepted into the Law School and have entered the US on a B-1, B-2, or F-2 visa, or in undocumented status, St. John's University School of Law cannot allow you to register for class until your visa status is changed to F-1 (international students with permission to enter the U.S. for academic purposes only). If you are not a permanent resident and plan to apply for F-1 student visa status (Form I-20), please select F-1 for Visa Type when completing your application.

Submitting the Application

We accept electronic applications by email or in person.

You may mail, email, or hand in in-person the completed application forms, personal statement, resume, and any supplementary statements to the following address:

St. John's University School of Law
Admissions Office
Belson & Finley Halls
8000 Utopia Parkway
Queens, NY 11439
718-990-6474
www.law.stjohns.edu
lawinfo@stjohns.edu

Decision Notification

St. John's Law Admissions Office communicates with applicants primarily through email. This includes decision notification. Please make sure your email address remains current, active, and stjohns.edu is added to your safe domain list. If your contact information changes, you must notify the Admissions Office immediately at lawinfo@stjohns.edu.

Retain copies of all admissions documents and correspondence for your records. Applications, credentials, and other materials submitted in support of your application become the property of St. John's University School of Law and will not be returned.

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 (optional) _____

LSAC account number (optional) _____

Application Data

Program:

____ Transfer

Division:

____ part-time day

____ full-time

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 _____

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 _____

St. John's University School of Law can send text messages to my mobile phone.

Yes

No

Information

Briefly explain why you wish to attend St. John's University School of Law:



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

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 _____

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 _____

Have you ever attended any law school?

Yes

No

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.

Employment and Activities

Please list only your most recent employment. You are also required to attach a current resume.

Place of Employment:

Address:

Employment and Activities continued

Position:

Dates of Employment:

Supervisor:

Please describe your significant extracurricular or community service activities, indicating any leadership positions. You may attach a supplementary attachment or addendum, or include this information on your resume.

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.

Character and Fitness

Have you ever been subject to any disciplinary action, placed on academic probation, or dismissed from any school, college, university, or graduate/professional school, or is any such action pending or expected to be brought against you? If yes, please state the precise facts and disposition of such action in a supplementary statement or on an electronic attachment.

Please note: Although a disciplinary action may have been expunged or dismissed, it nevertheless should be disclosed in answer to this question.

Yes
 No

Have you ever, either as an adult or juvenile, been cited, arrested, taken into custody, 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? If yes, please explain in a supplementary statement or electronic attachment the charge or charges and relevant facts, including the nature of the offense, the dates and courts involved, and the penalty imposed, if any.

Please note: Although a conviction may have been expunged or sealed by an order of a court, it nevertheless should be disclosed in answer to this question.

Yes
 No

You are under a continuing obligation to notify the Admissions Office of any changes in your answers to these questions up until the time of your enrollment. Once enrolled, you are under a continuing obligation to notify the Assistant Dean of Admissions of any changes in your answers to these questions.

Housing

The University maintains a group of townhouses about one mile from campus for the exclusive use of law students. Are you interested in receiving additional information about the University housing?

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 _____

Recommender

Please list the names of the people from whom you will be seeking a letter of recommendation. We require a minimum of two letters. Please do not submit more than three letters.

Recommender:

Recommender:

Recommender:

Area of Interest

Please indicate the areas of legal study that may be of interest to you:

Certification

Applicants who intend to practice law should be aware that admission to the bar in all states involves character, fitness and other qualifications. Applicants are encouraged to determine what those requirements are in the state(s) in which they intend to practice by consulting the website of the National Conference of Bar Examiners at www.ncbex.org. Admission to law school does not guarantee that you will meet the good moral character requirement necessary to sit for a state bar examination or to be admitted to practice. If you are concerned about any facts that may affect your ability to be admitted to practice law, you should discuss the matter with the Board of Law Examiners or the appropriate Committee on Character and Fitness in the jurisdiction in which you intend to practice.

CERTIFICATION

By signing this certification or electronically transmitting it, I certify that, if admitted to St. John's University School of Law J.D. Program, I assent to, and agree to be bound by, all the rules, regulations, and directions of St. John's University School of Law insofar as they apply to me. I understand that the rules, regulations, and directions of the School are subject to change. I understand that all credentials and other materials submitted during the application process become the property of St. John's University School of Law and will not be returned. I understand that any action taken on this application by the Admissions Committee is solely within its discretion and that the decision is final.

I understand that a copy of this application will be forwarded to the appropriate Committee on Character and Fitness at the time I apply for admission to the Bar, and that any omission or misstatement on this application may result in denial of admission to the Bar.

I certify that the answers to the above questions are complete and accurate. I understand that the failure to provide truthful answers to any of the application questions, or the failure to inform the Admissions Office of any changes in, or additions to, the information contained in my answers, may result in denial of admission, dismissal, or rescission of an awarded degree from St. John's University School of Law.

Signature:

St. John's University X Number:

Date:
