

**St. Mary's University School of Law**  
**Application for Admission to the Master of Laws Program**

This application is to commence study in Spring 2019

This application is for the LL.M. Program in (check one):

- American Legal Studies                                  International & Comparative Law
- Intent to sit for Bar    International Criminal Law

**General Information:** Please answer *all required* questions and attach additional 8 ½ " x 11" pages as necessary.

1. \_\_\_\_\_  
U.S. Social Security Number (if applicable)

2. \_\_\_\_\_  
Full Name (Last, First, Middle)

\_\_\_\_\_  
Name Under Which Formerly Known (If applicable)

3. \_\_\_\_\_                          \_\_\_\_\_  
Date of Birth (MM-DD-YY)                          Citizenship

\_\_\_\_\_  
City, County, State (or Province or Territory), and Country of Birth

4. Gender     Male     Female

5. Current Mailing Address (Valid through:    /    /    ) MM-DD-YR

\_\_\_\_\_  
Street

\_\_\_\_\_  
City

\_\_\_\_\_  
State (or Province or Territory) and Zip Code (or Post Code)

(    )                          / (    )                          / (    )  
Day Phone                          Evening Phone                          Cell Phone

**E-mail Address:** \_\_\_\_\_

6. Permanent Mailing Address (Use Effective: / / )

\_\_\_\_\_ Street

\_\_\_\_\_ City

\_\_\_\_\_/\_\_\_\_\_  
State and Zip Code Texas County of Permanent Residence (*Scholarship Purposes*)

( ) \_\_\_\_\_ / ( ) \_\_\_\_\_  
Day Evening

**Note:** *Failure to advise our office of address changes may delay or prevent delivery of notices from the Law School. Local address updates are required from international students at Orientation and whenever an address change is made.*

**ALL MATERIALS SUBMITTED BY AND ON BEHALF OF AN APPLICANT BECOME THE PROPERTY OF ST.MARY’S UNIVERSITY SCHOOL OF LAW AND CANNOT BE RETURNED.**

**Academic Information:**

7. List in chronological order all community/junior colleges, colleges, universities, graduate and professional schools attended ( *Please do not abbreviate*).

Dates of Attendance		Degrees Received			
Institution	Location	From	To	Major	or Anticipated/Date
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

8. Have you taken the TOEFL or IELTS?  Yes  No  
If yes, list below the dates taken and scores If no, list below the date you will be taking the test.

TOEFL/IELTS Date \_\_\_\_\_ Score \_\_\_\_\_ Date \_\_\_\_\_  
MM/YYYY MM/YYYY

TOEFL/IELTS Date \_\_\_\_\_ Score \_\_\_\_\_  
MM/YYYY

9. Have you ever applied to St. Mary’s University School of Law?  Yes  No

If yes, in what year(s)? \_\_\_\_\_

What other LLM programs have you applied to? \_\_\_\_\_

10. Have you ever been, or are you currently, in an accredited U.S. J.D. program, at any law school?  Yes  No

If yes, identify the law school and the dates attended below and give reasons for leaving *on a separate sheet of paper*.

Name of Law School

\_\_\_\_\_  
Dates of Attendance

11. Are you a graduate of a foreign law school?  Yes  No

Name of Law School

12. List *on a separate sheet of paper* all scholastic or academic honors achieved.

13. Have you ever been dropped, suspended, warned, placed on academic or disciplinary probation, disciplined, expelled or advised to resign from any post-secondary school, college, university, graduate, professional or law school?  Yes  No

If yes, list and explain in detail each instance *on a separate sheet of paper*.

14. Are you licensed to practice in a foreign country?  Yes  No

Country

15. Do you plan to take the Bar?  Yes  No

Jurisdiction: Alabama  Alaska  California  DC  Georgia  Louisiana   
Maryland  Massachusetts  Missouri  New York  Ohio  Pennsylvania   
Tennessee  Texas  Utah  West Virginia  Wisconsin

***Please be aware that failure to maintain legal immigration status within the U.S. may be a reason for a state to deny admission to the bar.***

**16. Character, Fitness and the Bar Examination:**

High ethical standards govern both lawyers and those seeking to be admitted into the practice of law in all states. Good moral character and fitness are required, in Texas by the Rules Governing Admission to the State Bar of Texas, adopted by the Supreme Court of Texas. These State Bar requirements seek to exclude from practice dishonest or untrustworthy persons, as well as persons whose character traits are likely to injure clients, obstruct justice or violate the rules of professional conduct. *Every person intending to apply for admission to the Texas State Bar must file with the Board of Law Examiners a "Declaration of Intent to Study Law" during the first year of law school.*

The Board will conduct a proper investigation of the moral character and fitness of the applicant. Failure to disclose an act or event described in the following questions may lead to more serious consequences than the act or event itself, and failure to provide full and truthful answers may result in the withdrawal of admission, exclusion after matriculation, revocation of degree or other disciplinary action of the Law School, as well as denial of permission to practice law by the state in which you seek admission. If you intend to take a bar examination outside the state of Texas, you should check with the intended jurisdiction concerning issues of character and fitness.

*If your answers to any of the following questions (16 a,b,c,d) is “yes”, provide full and complete explanations clearly answering the question on separate sheets of paper.*

(a)

Yes No

- Have you ever, either as an adult or a juvenile, been **arrested, cited, ticketed for or charged with any violation of the law?**(You may exclude minor traffic violations. However, you must report any traffic offenses involving alcohol, drugs or a controlled substance and any offenses in which there was an attempt, successful or not, to suspend or revoke your driver’s license.) You must disclose each instance of arrest, citation, or ticketing, even though charges may not have been brought against you and even if charges were dismissed or you were acquitted. You must also disclose each instance even if such charges resulted in deferred adjudication or a conviction was reversed, set aside, or vacated, as well as fully disclosing even if you were granted any type of pretrial diversion. (An applicant will not need to disclose information about a juvenile record that has been sealed or expunged.)

***Disclosure is required even if you have been told by any source that you do not have to disclose any such instance.***

(b)

Yes No

- Have you ever been a party to a civil proceeding in which you were alleged to have committed fraud or any type of misrepresentation, a proceeding in which you were alleged to have engaged in grossly negligent or reckless conduct or a bankruptcy proceeding that reasonably bears on your fitness to practice law?

(c)

Yes No

- Have you ever been disciplined or reprimanded by any trade, business or professional organization or had revoked a publicly granted license to practice a trade, business or profession?

(d)

Yes No

- If you have ever served in the Armed Forces (federal or state), were any administrative or disciplinary proceedings commenced against you, or did you receive a less than honorable discharge? *(If you have never served in the Armed Forces, you may leave this question blank.)*

**Employment Information:**

17. Were you employed during the academic year while attending college? Yes No

18. **Personal Statement** – Please submit a statement, *on a separate sheet of paper*, telling the Admissions Committee about yourself and your motivation to pursue legal education. Our goal is to create an intellectually stimulating student body comprised of persons who have diverse backgrounds and who share a desire for academic excellence and accomplishment in the practice of law. In addition to outstanding academic ability, which is a prerequisite, we seek evidence of qualities such as leadership ability, maturity, organizational skills, knowledge of other languages and cultures, a history of meeting challenges or overcoming disadvantage, extraordinary accomplishment or success in a previous career.

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**Notice of Availability of the Annual Security and Fire Safety Report**

St. Mary’s University is committed to assisting all members of the community in providing for their own safety and security. The Annual Security and Fire Safety Report is available at [www.stmarytx.edu/compliance/clery-act-information/](http://www.stmarytx.edu/compliance/clery-act-information/).

If you would like a hard copy of the report, stop by the St. Mary’s Police Department Office at One Camino Santa Maria, San Antonio, Texas 78228 or request a copy be mailed to you by calling 210-436-3330.

The report contains information, as required by law, regarding campus security and personal safety. The report also contains information about fire statistics in campus residential facilities and crime statistics for the three previous calendar years that occurred on campus; property owned or controlled by the University; and public property within, or immediately adjacent to and accessible from the campus.

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**Optional Information**

*Providing the following information is optional. If you choose to provide it, you may include it in your personal statement or attach it **on a separate sheet of paper**.*

- 20. If you wish to have your ethnicity or cultural background considered for diversity purposes, please describe your ethnic and/or cultural background.
- 21. Describe any volunteer public-interest or social-service work in which you are or have been involved, in what capacity you served and the time devoted to it.
- 22. If there is any other information you wish the Committee to consider, including other extracurricular activities, accomplishments or personal history not included elsewhere in this application, please provide it.

**Certification Statement (Required)**

I certify that the information provided in this application for admission, and in any attachments hereto, is true and complete. I understand that St. Mary’s University School of Law will rely on the information I have provided in reaching an admissions decision. I further understand that if I am admitted and the information provided in this application is found to be false or incomplete, I may be dismissed from St. Mary’s University School of Law and/or any degree I earn may be revoked.

\_\_\_\_\_ Signature \_\_\_\_\_ Date

**Send completed form to:  
St. Mary's University School of Law  
Master of Laws Admissions  
One Camino Santa Maria, San Antonio, TX 78228-8601**

**Applicant's Checklist**

1. I have included my Personal Statement.
2. I have arranged for my official transcript to be sent on my behalf.  
International students must arrange for their foreign transcripts to be evaluated. Only evaluations from the following will be accepted:  
naces.org, aice-eval.org or wes.org

***Note: Only official standardized test scores and official transcripts are accepted.***

3. I have arranged for recommendations to be sent on my behalf.
4. I have completed, dated and signed the St. Mary's University School of Law application form.
5. **I have retained a copy of my completed application form and attachments for my personal records.** *(Every person intending to apply for admission to the State Bar of Texas must file a Declaration of Intent to Study Law. Such persons will be required to submit a copy of their application form with their Declaration of Intent to Study Law form.)*