



Application Instructions

Duquesne University School of Law LLM Application

Thank you for your interest in our [LLM program](#) for international students. [To apply](#), you must have received your foreign law degree by the time Fall 2017 classes begin. Please consult the Duquesne University International Office for [visa](#) instructions and information.

- Application due date: May 31, 2017
- LLM Tuition 2016-2017: \$23,350 (USD)
- Minimum TOEFL score required: 90
- Possible conditional admission with TOEFL scores of 85-89

Application items required:

1. Application Form
 2. Current Resume
 3. Official TOEFL score report
 4. Official foreign law transcripts indicating a Bachelor of Laws degree conferred (English translated)
 5. Copy of passport
 6. Letter of recommendation (academic letters preferred)
7. Personal Statement
- NON-BAR TRACK CURRICULUM

The general, or non-bar track LL.M. curriculum features a selection of required core American law courses and a variety of eligible elective courses. All LL.M. candidates must receive passing grades in classes totaling 24 credits.

CORE COURSES

- Introduction to the American Legal System (2 credits)

- Legal Research Writing and Analysis (2 credits)

- Minimum of 2 courses from the following list:
 - Contracts I, II
 - Torts I, II

- Civil Procedure I, II.
- Property I, II
- Criminal Law
- Criminal Procedure Constitutional Law I, II

ELECTIVE COURSES

In addition to the core courses, LL.M. candidates may take any elective or J.D.- required course offered by the School of Law, with some exceptions.

GRADING

The examinations of LL.M. candidates will be specifically identified and graded outside of any curve established by the School of Law. LL.M. candidates will be graded in all courses on a pass/fail/honors basis. Non-native English speakers can use a common-language (not legal) translating dictionary during examinations. At the professor's discretion, other



accommodations may be offered.

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BAR-TRACK CURRICULUM

The Bar-Track Curriculum provides foreign- trained lawyers with the foundations for practicing law in the United States. LL.M. students in this program gain grounding in the basic principles of American law in a curriculum designed to meet the requirements for foreign-trained lawyers to sit for the bar examinations in New York or California. LL.M. candidates in the Bar-Track Curriculum must receive passing grades in classes totaling 25 credit hours.

CORE COURSES

The Bar-Track Curriculum requires successful completion of structured instruction in core courses in the American Legal System; Legal Research, Writing and Analysis; Contract Law; Property Law; Core Competencies for Legal Practice; Professional Responsibility (ethics) and Constitutional Law.

ELECTIVE COURSES

In addition to the core courses, candidates may take up to two electives in courses offered by the School of Law, with specific exceptions. It is strongly recommended that student take electives in subjects that are tested on the bar examination, including Criminal Law; Criminal Procedure; Civil Procedure; Sales; and Corporations.

GRADING

Examinations of LL.M. candidates on the Bar Track will be the same exam as, and will be subject to the same standards and grading scale as J.D. candidates in every course.



Program

Duquesne University School of Law offers two program tracks for the LLM degree. Please select which track you would like to enroll in. Tracks may be changed after admission, with permission, this question is for informational purposes.

1. Bar Track Curriculum (25 credits)
 1. The Bar Track Curriculum guides students through courses that are required for the New York or California state bar examinations. Students in this track are required to take courses tested on the bar examination and exams are graded along with JD law students.
2. General LLM Program in American Law (24 credits)
 1. The General LLM Program allows students to take an increased number of elective courses and students are graded on a pass/fail basis

Additional program requirements are listed on the Duquesne Law LLM Program website.

Bar Track Curriculum
 General LLM Curriculum

Biographical

Prefix _____

Date of birth _____

First name _____

Place of birth: City _____

Middle name _____

Place of birth: Country _____

Last name _____

Place of birth: State/Province _____

Suffix _____

Gender _____

Previous (other) name _____

Social security number (last 4 digits) _____

Preferred first name _____

LSAC account number _____

Demographics

Citizenship

Citizenship

Other

US Citizen

Country of citizenship _____

Visa/SEVIS number _____

Permanent resident number _____

Permanent city _____

Permanent state/province _____

Permanent country _____



Demographics continued

Native language _____

Ethnicity

Are you Hispanic or Latino?

Yes

No

If you selected 'Yes' to the above question, select an ethnicity.

Hispanic/Latino

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

Canadian Aboriginal

Caucasian/White

Caucasian/White

Native Hawaiian or Other Pacific Islander

Native Hawaiian/Other Pacific Islander

Puerto Rican

Puerto Rican

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 _____

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 _____

Mobile phone _____

Duquesne University School of Law can send text messages to my mobile phone.

____ Yes

____ No



Standardized Testing

TOEFL

Test Date

Test Score

_____	_____
_____	_____
_____	_____

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.

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

Has your education in college, university, or professional school been interrupted for one term or more for any reason?

Yes

No

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

Describe, as fully as possible, the grading and honor system used in the academic institutions where you pursued your first degree in law and any graduate law studies.

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.



Employment

List all employment including internships.

Employment type Full-time Part-time Internship Unpaid Internship

Employer _____

Position _____ Country _____

Hours per week _____ State/Province _____

Start date _____ City _____

End date _____

Reason for leaving _____

Employment type Full-time Part-time Internship Unpaid Internship

Employer _____

Position _____ Country _____

Hours per week _____ State/Province _____

Start date _____ City _____

End date _____

Reason for leaving _____

Employment type Full-time Part-time Internship Unpaid Internship

Employer _____

Position _____ Country _____

Hours per week _____ State/Province _____

Start date _____ City _____

End date _____

Reason for leaving _____



Employment continued

Employment type ____ Full-time ____ Part-time ____ Internship ____ Unpaid Internship

Employer _____

Position _____ Country _____

Hours per week _____ State/Province _____

Start date _____ City _____

End date _____

Reason for leaving _____

Total number of months full-time work experience.

List your extracurricular, community, or other activities in the order of their importance to you. Give a brief description of your involvement, including any special responsibilities or leadership positions held.

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 _____



Family continued

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 _____

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 _____

Immigration Information

If you are current INSIDE the United States, please complete the following:

Current Visa classification:

Current sponsor/school:

Date of initial entry into the United States:

I-94 expiration date:

If D/S, check yes:

Yes

No



Immigration Information continued

You must attach supporting documentation verifying current visa classification, e.g., Form I-20, Form IAP-PP or DS-2019, Form I-797, etc.

If you are currently OUTSIDE the United States, please complete the following:

City/Country where you will apply for the required visa:

Visa Documents Address

Address to which visa documents should be sent:

Country _____

Street address--line 1 _____

Street address--line 2 _____

Street address--line 3 _____

City _____

State/province _____

Zip/postal code _____

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



Bar Admission continued

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

If you are not a member of the bar in any state/country, when do you plan to sit for a bar examination and in which state/country?

Planned bar exam date _____

Country _____

State or Province _____

If you are not qualified to practice law, have you completed all of the academic (university level) legal education requirements necessary to take the bar examination?

Yes

No

If you have answered 'No' to the above question, when do you expect to complete the legal education requirements?

Character and Fitness

Have you ever had your license to practice law suspended?

Yes

No

Have you ever been disbarred?

Yes

No

Have you ever been expelled, dismissed, suspended or disciplined by any college or university, including any law school?

Yes

No



Character and Fitness continued

Have you ever been arrested or charged with any criminal offense other than a minor traffic violation?

Yes

No

Certification

Any material misstatement on this application or its accompanying documents for any forms of dishonesty, including fraudulent practices relating to entrance examinations, will result in disqualification for admission, and if discovered after admission will result in immediate dismissal from Duquesne University School of Law. It is a condition of admission that entering students agreed to support the Code of Academic Integrity in force in the school, and by signing this application, you so agree.

I certify that all of my responses to the application questions are true and I am the author of any information that is directly requested of me. I understand that my acceptance and matriculation may be cancelled if any information provided by me in support of my application is found to be false.

Please sign your name in the text box below.
