

APPLICATION INSTRUCTIONS

YOU MAY SUBMIT AN APPLICATION USING

- the Electronic Application for Admission on Touro's website at www.tourolaw.edu
- the Application for Admission in Portable Document Format (PDF)
- LSAC Electronic Application

DOCUMENTS REQUIRED TO COMPLETE AN APPLICATION

All applications require the following documents:

- completed and signed Application for Admission
- personal statement
- application fee: \$60 by check or money order payable to Touro Law Center or by credit card (VISA/MasterCard)
See Application Fee Payment Voucher for more details

Read below to determine whether your application requires additional documents or forms:

- ☞ If you are applying to Touro as a **transfer student** from another law school, you must supply:
 - letter of good standing from your current law school's authorized representative (dean or registrar).
 - official law school transcript(s).
 - copy of your most recent LSDAS Report.
- ☞ If you are applying to Touro as a **visiting student** from another law school, you must supply:
 - letter of good standing from your current law school's authorized representative (dean or registrar).
 - official law school transcript(s).
 - letter from the academic dean of your current law school granting permission for the visit and outlining any restrictions on course selection and/or credit load.
- ☞ If you have been **disqualified from another law school**, you must apply to Touro as a first-year student and supply:
 - a statement, in compliance with American Bar Association Standard 505, sufficient to make an affirmative showing that your prior disqualification "does not indicate lack of capacity to complete the course of study." If the disqualification occurred less than two years prior to this application, the showing is made by a letter of support from a faculty member or dean from the disqualifying school. If the disqualification occurred more than two years prior to this application, the showing is made by a description of work, study, or other activities that indicate a stronger potential for law study.
 - official law school transcript(s).
 - copy of your most recent LSDAS Report.

NOTES

1. Take great care when preparing the Application for Admission. Please type or print legibly and answer all questions fully and accurately. A copy of your Law Center Application for Admission will be sent to the Committee on Character and Fitness when you apply to take a state bar examination or seek admission to the bar. *Prior to matriculation in a Juris Doctor (J.D.) program, the American Bar Association (ABA Standard 504) recommends that students determine the character, fitness, and other qualifications required for admissions to the bar in the state(s) in which they intend to practice. For more information, contact the American Bar Association, 750 North Lake Shore Drive, Chicago, IL 60611 or at (312) 988-5000 or at www.abanet.org*
2. Include your name and Social Security number on all documents accompanying the application.
3. Mail or transmit the application and supporting documents to:

Touro Law Center
Office of Admissions
225 Eastview Drive
Central Islip, NY 11722
Telephone: (631) 761-7010
Facsimile: (631) 761-7019
E-mail: admissions@tourolaw.edu

If you have any questions concerning your application or the admissions process in general, please contact the Office of Admissions at (631) 761-7010. Applicants are encouraged to visit the campus and to observe a class; interested applicants should make arrangements through the Office of Admissions.

ACADEMIC RECORD

	Name of Institution	Location	Dates of Attendance	Degree	Date Awarded	Cumulative GPA
Colleges						
Graduate and Professional Schools						

List all scholastic honors: _____

List all significant student activities: _____

List all significant community activities: _____

Have you previously applied to Touro Law Center? Yes No

If yes, please indicate the date(s): _____

Have you previously attended Touro Law Center? Yes No

If yes, please indicate the dates: _____

Have you ever attended, or are you currently registered at, another law school, including a conditional admission or CLEO program? Yes No

If yes, please list the law school(s) and the dates of attendance, and if applicable, whether you were offered regular admission.

Are you in good academic and disciplinary/social standing at the law school(s) listed above? Yes No

If no, please provide details. _____

The Law School Admission Test (LSAT) is required for admission. List all the date(s) you have taken or plan to take the LSAT. Include score(s) if available.

Date: _____ Score: _____

Date: _____ Score: _____

Date: _____ Score: _____

Date: _____ Score: _____

EMPLOYMENT RECORD

Please list all significant employment, beginning with your current or most recent position. Include any employment you undertook as a student during the school year and in the summer. If you need additional space, attach a continuation sheet. You may send us a résumé in lieu of responding to this question.

From	To	Position Held	Name and Address of Employer	Hrs/Week	Reason for Leaving

PERSONAL HISTORY

If you are unsure whether an incident in your past requires an affirmative response to any of the following questions, you are advised to contact the Admissions Office (631) 761-7010 to request clarification. However, you are advised to make full disclosure in this application, since you will be required to do so when you apply to take the bar examination and/or seek admission to practice. **Please understand that the failure to candidly respond to a question is, almost without exception, a far more serious matter than the underlying event itself.**

If you answer “yes” to any of the following questions, please provide a complete explanation on a separate sheet.

Have you ever, for any reason, been suspended from, placed on probation at, required to withdraw from, or been subject to any disciplinary action at any educational institution, including law school? Address all prior and/or pending matters.

Yes No

Are there currently or have there been any disciplinary charges against you? This includes but is not limited to any professional licensing matters.

Yes No

Have you ever been arrested for, pleaded guilty to, been found guilty of, or been convicted of any crime or offense, either as a minor or as an adult, other than a minor traffic violation?

Yes No

Any offense involving alcohol or controlled substances must be disclosed.

If your record was sealed or expunged, pursuant to applicable law, you are not required to answer “yes.”

Are there any criminal charges, other than minor traffic violations, pending against you?

Yes No

Any pending charge involving alcohol or controlled substances must be disclosed.

Have you received a military discharge under other than honorable conditions?

Yes No

Have there been any civil judgments filed against you?

Yes No

CONTACT INFORMATION

Father’s Name _____

Occupation _____

Business Telephone No. (____) _____

Mother’s Name _____

Occupation _____

Business Telephone No. (____) _____

Spouse’s/Partner’s Name _____

Occupation _____

Business Telephone No. (____) _____

Please provide the name, address, and home telephone number of either of your parents, if different from the permanent home address on the first page of this form.

Name(s) _____

Street and Number _____

City/Town _____

State _____ Zip _____

Home Telephone No. (____) _____



APPLICATION FEE PAYMENT VOUCHER

Your application **will not** be processed until the Admissions Office receives the \$60.00 application fee. Please return this form with payment to the address below or fax (*credit card only*) to the number below.

Applicant's Name _____ Telephone # _____
Address _____
City _____ State _____ Zip _____

I wish to pay Touro Law Center's \$60.00 application fee via (check one):

- Personal check / Money Order payable to "Touro Law Center"
 Credit Card (*VISA or MasterCard only*). Please complete payment section below.

Card Type (check one): VISA MasterCard

Credit Card Number (16 digits): ---

3-Digit Verification Code (found on the back of card):

Expiration Date (month/day/year): //

Name exactly as it appears on the card _____

Credit Card Holder's Name and Address (if different from Applicant):

Name _____ Telephone # _____

Address _____

City _____ State _____ Zip _____

I authorize Touro Law Center to charge my \$60.00 application fee to the above credit card.

Signature of Cardholder: _____

PLEASE MAIL THE COMPLETED FORM AND CHECK TO:

**Touro Law Center
Office of Admissions
225 Eastview Drive
Central Islip, NY 11722**

OR FAX (credit card payments only) THE COMPLETED FORM TO: FAX #: (631) 761-7019

QUESTIONS: Please call (631) 761-7010

Thank you for applying to Touro Law Center!