

Law School Application Checklist

Assuming you have already spent considerable time exploring whether attending law school is the right decision for you and have fully and carefully contemplated the best way of navigating the current financial and employment situation of law graduates, here are the steps to follow to take charge of your application!

Learn all about the [application process](http://www.lsac.org/jd/applying-to-law-school/overview) at LSAC.org <http://www.lsac.org/jd/applying-to-law-school/overview>

Create your account on LSAC. You will [need an account](https://os.lsac.org/Release/Logon/Access.aspx) to sign up for the LSAT. <https://os.lsac.org/Release/Logon/Access.aspx>

Take the LSAT ideally in June or July following your junior year allowing you to repeat it in the fall of your senior year if necessary. Learn [more about the LSAT](https://www.lsac.org/lsat). <https://www.lsac.org/lsat>

- From your LSAC account, sign up to take the LSAT (cost is \$200). Test is offered in June, July, October, November, January, February, and April (many schools will not accept the March and April tests during the application year that began in the fall). *Because of COVID the LSATFlex is currently available as a remote exam.*
- [LSAC Fee Waivers](https://www.lsac.org/lsat/lsat-dates-deadlines-score-release-dates/lsat-cas-fees-and-refunds/fee-waivers-lsat-credential) are available <https://www.lsac.org/lsat/lsat-dates-deadlines-score-release-dates/lsat-cas-fees-and-refunds/fee-waivers-lsat-credential>
- The LSAT is typically offered on a Surface Go Tablet and is a 2 step process. You take the bulk of the exam in an exam location then take the writing sample on your own time/computer.
- When you register, be sure the name you use when registering **exactly matches** the name on the identification you will bring with you to the exam
- Carefully follow all [LSAT test day instructions](https://www.lsac.org/docs/default-source/jd-docs/candidate-info-sheet.pdf) <https://www.lsac.org/docs/default-source/jd-docs/candidate-info-sheet.pdf>
- [Free practice test](https://www.lsac.org/lsat/lsat-prep/practice-test) <https://www.lsac.org/lsat/lsat-prep/practice-test>
- The [Khan Academy](https://www.khanacademy.org/prep/lsat) also offers official test preparation materials <https://www.khanacademy.org/prep/lsat>
- Be sure to follow-up after you test day and complete your [writing sample of the LSAT](https://www.lsac.org/lsat/taking-lsat/lsat-writing-faqs). You will need a computer with a webcam and microphone to complete this task <https://www.lsac.org/lsat/taking-lsat/lsat-writing-faqs>

[Research Schools](https://www.lsac.org/choosing-law-school/best-law-school-you) <https://www.lsac.org/choosing-law-school/best-law-school-you>

- [Official Guide to ABA Approved Law Schools](https://officialguide.lsac.org/release/OfficialGuide_Default.aspx) https://officialguide.lsac.org/release/OfficialGuide_Default.aspx
 - The grade/LSAT score mechanism from this site is useful for supplying a list of schools more likely to accept a student with grades/scores similar to yours
- View [Standard ABA 509 Law School Disclosures](http://abarequireddisclosures.org/) on financial, costs, graduate employment and other information <http://abarequireddisclosures.org/>
- [Wilson-Stern Law School Book of Lists](http://www.bu.edu/caspreprofessional/files/2020/02/The-2019-2020-Book-of-Law-School-Lists.pdf) <http://www.bu.edu/caspreprofessional/files/2020/02/The-2019-2020-Book-of-Law-School-Lists.pdf>
- [Boston College Law School Locator](https://www.bc.edu/content/dam/files/offices/careers/pdf/Law%20School/2016%20Law%20Locator%20Final.pdf) based on LSAT/GPA <https://www.bc.edu/content/dam/files/offices/careers/pdf/Law%20School/2016%20Law%20Locator%20Final.pdf>

[Create your Credential Assembly Service \(CAS\) account](https://www.lsac.org/applying-law-school/jd-application-process/credential-assembly-service-cas) <https://www.lsac.org/applying-law-school/jd-application-process/credential-assembly-service-cas>

- The CAS fee is \$195 and the file is open for your use for 5 years
- CAS prepares a Law School Report for you
- You will need to pay \$45 for each school to which you apply (you may also have to pay an application fee for individual law schools)
- [Fee waivers](https://www.lsac.org/lsat/lsat-dates-deadlines-score-release-dates/lsat-cas-fees-and-refunds/fee-waivers-lsat-credential) are available <https://www.lsac.org/lsat/lsat-dates-deadlines-score-release-dates/lsat-cas-fees-and-refunds/fee-waivers-lsat-credential>
- [Electronic Letters of Recommendation](https://www.lsac.org/applying-law-school/jd-application-process/credential-assembly-service-cas/letters-recommendation): submit the names/contact information of your letter writers through the CAS system
 - The system will email your letter writers with the necessary information allowing them to upload letters (be sure you have spoken to your letters writers **before** you do this) <https://www.lsac.org/applying-law-school/jd-application-process/credential-assembly-service-cas/letters-recommendation>

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- **Transcripts:** For each school where you have undergraduate credit, you will need to enter the school into the CAS system, print a transcript matching form, and provide the form to the Registrar's Office at each school to be sent along with your OFFICIAL TRANSCRIPT directly from the Registrar's Office to LSAC.
<https://www.lsac.org/applying-law-school/jd-application-process/cas/requesting>
 - For Purdue, as a current student you should print this form, scan it into PDF format, go into the MyPurdue system and request a paper copy of your Official Transcript to be sent, and attach the PDF to the request.

Sign up for the [Candidate Referral Service](https://www.lsac.org/choosing-law-school/candidate-referral-service) (optional) if you would like law schools you might not be considering to recruit you based on both academic and personal factors

<https://www.lsac.org/choosing-law-school/candidate-referral-service>

Follow-up to make sure your letters and transcripts arrived at LSAC

- View your Academic Summary Report and make sure it is complete and accurate
- View your report on the Transcripts page of your LSAC.org account page
- If you find mistakes, contact LSAC immediately

Apply to schools online through Electronic Applications (E-Apps). Fill out the applications of schools of interest to you electronically. Make sure you read and follow all instructions precisely!

Try to **complete your applications by Thanksgiving** (end of November) for the best consideration for scholarships

- Schools may request various information from you including
 - Personal Statement—edit carefully
 - Have numerous people read this for you
 - Take it to the writing lab
 - Even a typo can make a difference in admissions as precision and attention to detail are important for lawyers
 - Résumé (a law school résumé is somewhat different than one for a job application)
 - Diversity Statement—EVERYONE adds to the diversity of the class
 - Optional Essays—these are **not** optional, take every opportunity to supply the school with more information about yourself
 - Disclosures of legal problems or campus citations for misconduct—when in doubt, disclose
 - Dean's Certification stating you are in good academic and social standing (not many schools ask for this, but if they do, take the form to Schleman, room B-50)
 - Addenda—used to explain any blips in your application such as academic challenges, college disciplinary actions, criminal records, and sometimes the diversity question is left as an addendum ([Good discussion on addenda](http://prelaw.umass.edu/topics/addenda) can be found here <http://prelaw.umass.edu/topics/addenda>)

Save Completed Application to Shopping Cart

- Once you do this you cannot make changes
- LSAC processes your application and will forward to schools within 24-48 hours—make sure this happens
- Order the number of reports you need (\$45/report)
- Schools will then request your report from LSAC (you do not ask for it to be sent)

Apply for Financial Aid

- Fill out each school's financial aid application along with the online application or in January depending on the school's procedure
- Complete [FAFSA](https://studentaid.ed.gov/sa/fafsa) online if eligible (Do not wait to be admitted to do this) <https://studentaid.ed.gov/sa/fafsa>

Miscellaneous Tips—Remember Pre-Professional Advising is here to help!

- Make sure you use the same form of your name on all documents
- Read and follow all instructions carefully

Preparing for your Giant Leap

purdue.edu/preprofessional