



SCHOOL OF LAW

INDIANA UNIVERSITY

Bloomington

Graduate Legal Studies

211 S. Indiana Avenue

Bloomington, IN 47405

812-856-0221

lgradadm@indiana.edu

www.law.indiana.edu

Supplement to LL.M. thesis, S.J.D. and Ph.D. Admissions Application

Directions: Please carefully review the questions on this form and submit the requested materials with your application form. If you are submitting your application online using Apply Yourself, the requested materials must be uploaded as one document in the X section of the online application.

If you are applying for direct admission to the LL.M. thesis program, please understand that admission to the thesis program is extremely competitive and direct admission to the program is granted only rarely and to exceptional applicants.

A complete S.J.D. or Ph.D. application includes

- the application form
- transcripts
- TOEFL score report
- personal statement
- resume
- responses to “Questions Regarding Legal and Moral Fitness”
- responses to “Financial Aid”
- three letters of recommendation
- the dissertation proposal
 - dissertation topic
 - evaluation of educational background
 - dissertation outline and research plan
 - proposed bibliography
 - papers and publications
 - writing sample

In addition, applicants to the Ph.D. in Law and Social Science program, should note that you must indicate in which social science department or program you expect to work.

Questions about this supplemental material should be submitted to the Graduate Legal Studies office, lgradadm@indiana.edu.

I. PERSONAL STATEMENT

Prepare a personal statement that discusses your educational experiences, activities, and goals. The essay may include influences in your life and the reasons you decided to apply to the Graduate Legal Studies Program. In what way do you believe this program will allow you to achieve your career plans or assist you in realizing your personal and professional goals? Please give these questions extensive thought in order to formulate a well-prepared response. The essay should be from one to two pages in length, but no longer than two pages (approximately 700 words).

II. RÉSUMÉ

Please provide a current resume, which includes a minimum of the following three sections:

A) Work Experience

Please include your work experience – that is, any professional work experience, summer work, part-time work during school, full-time work, volunteer, or military experience.

B) Extracurricular Activities

Please list any extracurricular activities you participated in while attending university (i.e., campus, social, professional, and civic organizations), and be sure to include dates of participation and any leadership positions held.

C) Honors and Awards

Please list any honors and awards you have received.

III. QUESTIONS REGARDING LEGAL AND MORAL FITNESS

Because of the high ethical standards of the legal profession, law school applicants need to be aware that the "failure to disclose" an act or event that pertains to character and honesty on this application may result in revocation of admission by the Law School or denial of permission to practice law by the state in which an applicant seeks admission to the bar. Therefore, please respond fully to the following questions.

A. Have you ever been suspended, expelled, placed on probation, or otherwise disciplined (including being requested or advised to withdraw to avoid discipline) by any college or university (including a residence hall system) for any academic, legal, ethical, or other reasons?

B. Have you ever been charged with or convicted of a crime for which a conviction carries the possibility of jail time?

C. Within the meaning of the general phrase "good moral character," are there any other incidents that might challenge your character, honesty, and integrity?

If you answered YES to any of the above questions, please explain on a separate sheet. Resolve uncertainty by disclosing or by consulting with a member of our Graduate Admissions Office.

By signing this application, you acknowledge that, if you are admitted and then do matriculate, you will have a continuing obligation to disclose promptly any incidents that occur during your time as a law student that might reflect adversely on your good character or fitness to practice law.

IV. FINANCIAL AID

A. Indicate the sources of your financial support and the amount in U.S. dollars:

Example:

Parents = 20,000 USD

Self = 5,000 USD

Employer = 30,000 USD

Other third party (e.g., scholarship, grant, etc.) = 10,000 USD

B. Do you wish to be considered for a financial aid award from the School of Law? (Yes/No)

IV. LETTERS OF RECOMMENDATION (submit electronically as part of the online application)

You must supply three (3) letters of recommendation. We recommend that at least one of them should be from a university professor familiar with your academic work. Others may come from people who know you in a professional, employment, or volunteer capacity. Letters of recommendation should address both your academic and professional understanding of law. Applicants are responsible for timely completion of the recommendation letters. We reserve the right to contact recommenders for verification of references.

A Brief Note about the S.J.D. and Ph.D. Application Process

Supervising a dissertation is a significant commitment of faculty resources. Each proposal is judged on its own merits. No quotas and no minimum or maximum numbers are used. However, faculty resources may not allow the committee to accommodate all otherwise qualified candidates. Selection of faculty advisors is done by the committee. Candidates are not expected or required to contact prospective faculty advisors in advance of admission to the S.J.D. or Ph.D. program. Prior consent of a faculty member to supervise a project does not guarantee admission to any program.

To complete your application for the S.J.D. or Ph.D. program, you must include a brief (5-8 pages, double-spaced, 12pt font, not including writing samples) dissertation proposal, as outlined below.

Dissertation Proposal

Part I. *Dissertation topic.* Please state your proposed dissertation topic. The topic should be specific, well-framed, and original. Vague expressions of interest in a general subject area will be given little weight by the Graduate Committee. Include a one-paragraph statement that briefly explains the question you are researching, why the topic is worthy of scholarly investigation, and why your background qualifies you to investigate the topic.

Part II. *Evaluation of Educational Background.* Candidates must demonstrate prior knowledge of the subject area sufficient to undertake and complete the dissertation. A dissertation is not a substitute for course work or other general interest in a subject area. Proposals to “learn by writing” or general expressions of interest in a subject area can be given little weight by the committee. Relevant factors may include personal background, practical training, academic degrees, or courses completed. Please list the courses you have taken that support your knowledge in this research area, any courses you may still take to add to your knowledge in this research area, and any other relevant training or information in your background that also serves to support your knowledge in this research area.

Part III. *Dissertation outline and research plan.* In an outline, indicate the approach, organization, main points, and general content of the finished dissertation. Include a schedule for completing any preliminary work on the dissertation such as research, outlines, or drafts.

Part IV. *Proposed bibliography.* Using the proper citation format, provide a list of the primary and secondary sources which you expect to use with your research project.

Part V. *Papers and Publications.* Candidates for these degrees will be expected to produce a significant amount of written work that is of publishable quality; therefore, excellence in written English is essential. Demonstrated knowledge of citation form and research methods is also required. Relevant material to submit for the committee to review may include significant papers or other research material previously written by the applicant. List the titles of any research papers or published articles or books you have written in English. Include one or two documents as writing samples to support your application, either by e-mailing them to lgradadm@indiana.edu or by sending paper copies directly to the Graduate Legal Studies Office at Indiana University School of Law, 211 S. Indiana Avenue, Bloomington, IN 47405.

Departmental Information

I. Evaluation Criteria

Admission to Graduate Legal Studies at Indiana University School of Law is highly competitive.

Your admission to the program will be based on the following criteria. Please note that these criteria supersede any other published admission criteria for this program.

- A dissertation proposal that demonstrates the applicant's ability to conduct research on an original topic and produce a well-written, well-grounded thesis.
- Grade point average and other indicators of academic performance.
- Test scores: Based on our experience, the minimum competency in English that is suggested by a score of 600 on the paper-based TOEFL will help you succeed in the S.J.D. degree program. A TOEFL score lower than this minimum is not rejected outright, especially when other factors, such as educational background and work experience, are outstanding.
- Summer, part-time or full-time work experience; volunteer experience; or military experience that shows motivation, leadership and perseverance.
- A Personal Statement (essay) that describes your career plans and how you feel the S.J.D. or Ph.D. will assist you in realizing your personal and professional goals.
- Letters of recommendation from three individuals.

II. Application Cycle

Applications for the S.J.D. and Ph.D. must be received by April 15.

All applications received by February 1 are considered for financial aid.

III. Method of Application

Submitting your application materials through the online application system speeds up the application process and is greatly preferred.

IV. Submitting Application Materials

A. Letters of recommendation

Letters of recommendation may be submitted online by recommenders or mailed to the International Programs and Graduate Legal Studies Office at Indiana University School of Law, 211 S. Indiana Avenue, Bloomington, IN 47405.

B. Transcripts

Please send transcripts (original and certified translations) to

Office of International Admissions
Indiana University
300 N. Jordan Avenue
Bloomington, IN 47405

Sending transcripts to the Graduate Legal Studies office in the law school will serve to slow down the application process.

C. Writing Samples

Writing samples may be e-mailed to the Graduate Legal Studies office (lgradadm@indiana.edu) or sent by post to the Graduate Legal Studies Office at Indiana University School of Law, 211 S. Indiana Avenue, Bloomington, IN 47405.

V.

You are strongly encouraged to visit the program's web page:
<http://law.indiana.edu/degrees/graduate/index.shtml>.

*International Programs and Graduate Legal Studies
Indiana University School of Law--Bloomington*

Comments: lgradadm@indiana.edu
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