Law is More Than a Profession. It's a Calling.
ADMISSION CHECKLIST

All documents must be submitted in English.

- Submit application fee
- Submit application
- Submit Personal Statement (500-1,000 words in English)
- Submit Community Life Form
- Submit current résumé
- Submit letter(s) of recommendation
- Submit Official TOEFL Score Report
- Submit certified transcripts of all academic work undertaken to your credential evaluation agency and Regent Law.

REGENT’S LL.M. PROGRAM

Regent’s LL.M. program is designed for graduates of accredited institutions outside the U.S. who have already earned a J.D.-equivalent law degree and want to pursue studies in American law.

LL.M. students are permitted to begin their legal education only in the fall semester, by which time they must have completed their law degree. Applicants from Handong International Law School should contact Regent Law Office of Admissions for unique information regarding their admission criteria.

REQUIREMENTS FOR LL.M. ADMISSION

- Prior to enrollment, applicants must complete a J.D.-equivalent law degree outside the U.S.
- Applicants must submit evidence of their achievement scores on the TOEFL exam: 600 paper-based, 250 computer-based or 100 Internet-based.
- LL.M. students must complete 24 credit hours and maintain a cumulative GPA of at least 2.0 to receive the degree.

APPLICATION FEE

A $50, nonrefundable application fee is required. The application fee may be paid online at www.regent.edu/payments.

APPLYING AS AN INTERNATIONAL STUDENT

The school of law welcomes applications from citizens of other countries. International applicants are required to meet specific admission requirements. In addition to the standard application documents required of U.S. citizens, international applicants must also submit the International Preliminary Form (IPF) with all required supporting documentation. Forms, deadline information and other instructions may be found at www.regent.edu/admissions/international. Deadlines are firm. Questions may be addressed to lawschool@regent.edu.

International Transcript Requirements

A necessary part of your application includes transcripts from all previously attended educational institutions (both undergraduate and graduate). Our accrediting agency requires official transcripts, which is defined as being received by Regent University in a sealed envelope from the previous educational institution or evaluation agency, not from the student.

Credential Evaluations

All transcripts that are not from an American institution must be evaluated. A course-by-course evaluation is required, and the transcripts must be converted to the American Grade Point Average system. Transcripts in a language other than English must also include an official English translation. A list of recommended evaluation agencies is available at www.regent.edu/admissions/international/requirements.cfm. The translation and evaluation fees must be paid by the applicant directly to the agency performing the service.

Regent Law prefers the evaluation services of:

World Education Services, Inc.
Bowling Green Station
P.O. Box 5087
New York, NY 10274-5087
Tel: 212.966.6311
Web: www.wes.org

Transcripts in a language other than English will be required in three parts:
1. The original transcript in the original language
2. An official translation of the original language into English by an accredited translation service
3. Evaluation of the transcript

Transcripts should be sent directly to Regent Law from your previous educational institutions and evaluating agency.
ENROLLMENT DEPOSIT

International applicants offered admission must sign and return the Enrollment Agreement and a $5,500 enrollment deposit within two weeks of receiving an offer of admission. The seat deposit for United States or naturalized citizens is $300. Deposits may be paid by credit card at www.regent.edu/payments or by submitting a check or money order to the School of Law Admissions Office.

LETTERS OF RECOMMENDATION

Three letters of recommendation are required in support of the application for admission. Letters are preferred from law professors or other professional persons with knowledge of the applicant’s academic or professional career. Letters must be written in English. Faxed letters of recommendation are accepted but must be followed up with the original recommendation mailed directly from the recommender.

1. Faculty Recommendation: At least one letter of recommendation should come from a law school faculty member. Applicants who are unable to obtain a faculty letter of recommendation due to the lapse of time since enrollment (five years or longer) may submit two general letters of recommendation.

2. General Recommendation: A second faculty member, supervisor, commanding officer or professional associate may furnish the second letter of recommendation.

3. Clergy/Spiritual Life Recommendation: The third letter of recommendation should be from a member of the clergy or someone in a church ministry position, not a family member. When possible, the recommendation should come from the applicant’s most recent ministry affiliate.

Regent’s Clergy/Spiritual Life Letter of Recommendation Form is available on the law school website at www.regent.edu/lawapply. (Letters of recommendation should be sent directly to the School of Law Office of Admissions in a sealed envelope.)

PERSONAL STATEMENT

The Personal Statement is especially valuable to the Admissions Committee. Applicants are expected to respond thoughtfully to Regent’s specific topics as outlined on the application.

DEADLINES

Applicants must apply to the law school and be accepted to the LL.M. program and separately apply to Regent University to be admitted as an international student. LL.M. students begin study in the fall semester.

The following application deadlines are firm and cannot be changed:

- LL.M. Application - January 15
- Regent University International Admissions Application - March 1

For more information, see the Regent University Central Enrollment Management/International Admissions home page at www.regent.edu/admissions/international/home.cfm. Questions may be directed to lawschool@regent.edu.
As a law school with a distinctive and bold Christian mission, we believe that all applicants should have a full understanding of the School of Law’s commitment to integrating professional preparation and Christian principles and values. The Philosophy of Education, Honor Code and Standards of Personal Conduct should be read carefully before signing the Community Life Form. Documents may be viewed at www.regent.edu/lawstudentaffairs.

NONDISCRIMINATION POLICY

Regent University School of Law, motivated by the Christian character of Regent University of which it is an integral part, recognizes the inherent value and dignity of all members of the human family. It values equal opportunity and seeks racial, cultural, gender and ethnic diversity. The law school prohibits discrimination on the basis of race, color, national origin, gender, age, disability, or status as a veteran or disabled veteran. The school maintains its Christian character, but does not discriminate on the basis of religion, except to the extent that applicable law respects its right to act in furtherance of its religious objective. The school fully accepts the teachings of the traditional Biblical view with regard to sexual conduct outside the bonds of matrimony, and consistent with those teachings, the school does not discriminate purely on the basis of an individual’s professed sexual orientation, but only with regard to accompanying sexual conduct or other actions that undermine the university’s Christian character.

COMMUNITY LIFE FORM

A. Philosophy of Education
Regent University is a Christ-centered institution. The board of trustees, as well as the faculty and staff of the university, are committed to an evangelical interpretation and application of the Christian faith. The campus community is closely identified with the present-day Renewal movement, which emphasizes the gifts, fruits and ministries of the Holy Spirit.

It is expected that our students understand that they will receive an education in accordance with the following articles:
1. That the Holy Bible is the inspired, infallible and authoritative source of Christian doctrine and precept.
2. That there is one God, eternally existent in three persons: Father, Son and Holy Spirit.
3. That man was created in the image of God but as a result of sin is lost and powerless to save himself.
4. That the only hope for man is to believe in the Lord Jesus Christ, the virgin-born Son of God, who died to take upon Himself the punishment for the sin of mankind, and who rose from the dead so that by receiving Him as Savior and Lord, man is redeemed by His blood.
5. That Jesus Christ will personally return to earth in power and glory.
6. That the Holy Spirit indwells those who receive Christ, for the purpose of enabling them to live righteous and holy lives.
7. That the Church is the Body of Christ and is comprised of all those who, through belief in Christ, have been spiritually regenerated by the indwelling Holy Spirit. The mission of the Church is worldwide evangelization and the nurturing and discipling of Christians.

B. Honor Code and Standards of Personal Conduct
For a full disclosure of students’ obligations and responsibilities, please review the Regent University Student Handbook (which contains the University Honor Code); the Regent University School of Law Policies and Procedures Manual; and the Regent University School of Law Honor System, Council and Code. Documents may be viewed at www.regent.edu/lawstudentaffairs.

Regent University encourages a close and edifying relationship between faculty and students—one that will deepen the spiritual growth of each and stimulate a vigorous intellectual life in the Regent community. Therefore, it is imperative that Regent University faculty, staff and students conduct themselves in a Christ-like manner and maintain an exemplary and involved lifestyle. Regular church and chapel attendance, and participation in activities of the Regent community and its founding organization, are encouraged for students and expected for faculty and staff.

The University’s Honor Code and Standards of Personal Conduct are based on the assumption and expectation that students will conduct
themselves in accordance with the Code and live their lives accountable to God, first of all, and then to fellow students. In this way, an atmosphere of trust and respect is created that glorifies God and assures openness in the community. Attendance at the university and participation in instructional activities is viewed as a privilege, rather than a right. Along with this privilege comes a variety of responsibilities. It is presumed that all students are mature individuals and need limited guidance and direction regarding personal and behavioral activities. It is expected that university participants understand Biblical standards of personal conduct.

By agreeing to follow the University Honor Code and Standards of Personal Conduct, students certify that they will submit themselves to the standards of the Regent University community throughout their time of enrollment. Regent University members maintain a life of discipline, which promotes the well-being of both themselves and other members of the institution. Students should familiarize themselves with all requirements of the University Honor Code and Standards of Personal Conduct. The Honor Code and Standards of Personal Conduct have specific provisions dealing with dishonesty, plagiarism, use of illegal drugs, abuse of alcohol, theft or misuse of property, threats or violence to the health and safety of others, abuse, harassment or intimidation, sexual misconduct, a violation of housing rules, profanity, lying, misuse of computer privileges and facilities, and any unlawful conduct. Students are expected to adhere to all of the guidelines in the University Honor Code and Standards of Personal Conduct.

In addition to the above Standards of Personal Conduct as set forth by the board of trustees, the School of Law desires to prepare students for the professional environment of the practice of law. Accordingly, in matter of dress, students should recognize that they are preparing for career placement and should present themselves in a manner consistent with professional standards. While modest casual dress is normally acceptable on campus, recreational and beach attire is not in keeping with professional standards and is therefore discouraged.

CERTIFICATION

By signing this application, or electronically transmitting it, and printing, signing, and mailing the certification letter, I certify that, to the best of my knowledge, all of the information included is complete and accurate. I understand that any material misstated on this application or its accompanying documents may result in my being disqualified for admission and, if discovered after admission, may affect my enrollment in the School of Law and admission to the bar. I agree to notify the School of Law of any subsequent changes to my application.

I certify that I have read the Regent University Community Life Form and understand that I will receive an education in accordance with the Philosophy of Education. I certify that I will submit to the Standards of Personal Conduct and the University Honor Code, as well as the School of Law Honor System, Council, and Code. I further certify that I will submit to the provisions contained in the School of Law Policies and Procedures Manual.

Signature___________________________________________________________

Date____________________________
PERSONAL INFORMATION

Full Legal Name: ________________________________

Preferred First Name: __________________________

Address: ______________________________________

Phone: (____) ___________________ Business Phone: (____) ___________________ Email: __________________________

Current Mailing Address Valid Through: _____/_____/_____

State or Country of Legal Residence: __________________________

Permanent Street Address: ________________________________

Phone: (____) ___________________ Social Security or I.D. No.: ___________________ - ___________________ - ___________________

Marital Status: __________________________ Other names by which you have been known: __________________________

Sex: ☐ Male ☐ Female Birthdate: _____/_____/_____ MM DD YY

LSAC Account No. if applicable: __________________________

Race and Ethnicity (check all that apply):

☐ Aboriginal/Torres Strait Islander Australian ☐ American Indian/Alaska Native ☐ Asian ☐ Black/African American

☐ Canadian Aboriginal ☐ Caucasian/White ☐ Hispanic/Latino ☐ Native Hawaiian/Other Pacific Islander ☐ Puerto Rican

Religion: __________________________ Denomination: __________________________

Country of Birth: __________________________ Citizenship: __________________________

If not a U.S. citizen, are you a permanent resident of the U.S.? ☐ Yes ☐ No

If yes, date of entry: _____/_____/_____ If yes, what is your INS status? __________________________

ENROLLMENT PLANS

I am interested in the fall term beginning August _________ (insert year).
ACADEMIC BACKGROUND

Starting with the most recent, list all colleges, universities, and graduate and professional schools that you have attended. Attach additional sheets if needed, or if applying electronically, use an electronic attachment if needed. Submit transcripts for each institution to Regent Law and credential evaluation service, such as World Evaluation Services (www.wes.org).

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<th>COLLEGE / UNIVERSITY</th>
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Have you previously applied to Regent University?  ☐ Yes  ☐ No  If yes, for what year? __________________ To what program? __________________

Have you taken the LSAT?  ☐ Yes  ☐ No  If yes, please list all score(s) and date(s): __________________

If you have taken the LSAT, you must arrange for Regent Law to receive a report from LSAC.

Do you plan to take/re-take the LSAT?  ☐ Yes  ☐ No  If yes, please note administration date: __________________

If you indicate a future test date, your application will be reviewed following Regent’s receipt of that test score.

If you believe that either your academic record or your LSAT score is not an accurate reflection of your abilities, please attach a separate sheet explaining why.

Foreign nationals and students whose courses are not taught in English must take the TOEFL. Have you taken the TOEFL?  ☐ Yes  ☐ No

If yes, which version?  ☐ Paper  ☐ Computerized  ☐ Web

Please list all score(s) __________________ and submit official TOEFL score(s) to Regent University School of Law.

EMPLOYMENT (Please attach a current résumé.)

Are you currently employed?  ☐ Yes  ☐ No  Name of current employer: __________________

Job title: __________________ Dates of employment: __________________

Average hours/week: __________________ Do you plan to be employed while attending law school?  ☐ Yes __________________ hours/week.  ☐ No

(Law students registered for more than 12 credit hours per semester may work no more than 20 hours per week.)

LEGACY INFORMATION

Are you related to a graduate of Regent University?  ☐ Yes  ☐ No  If yes, indicate name of graduate, graduation year and the school from which your relative graduated. __________________

Name __________________ Graduation Year __________________ Relationship __________________

Graduate of School of Communication & Arts, Divinity, Education, Global Leadership & Entrepreneurship, Government, Psychology & Counseling, Undergraduate Studies

Are you related to a current employee of Regent University?  ☐ Yes  ☐ No  If yes, indicate name of current employee and describe your relationship to the employee. __________________

Name __________________ Relationship __________________

PERSONAL STATEMENT

The Personal Statement is especially valuable to the Admissions Committee. Applicants are expected to respond thoughtfully to Regent’s specific topics as outlined below. Please electronically submit a typed statement, between 500 and 1,000 words, that discusses all of the following issues. The Admissions Committee views failure to address each of these issues as a negative factor.

1. The foundation of your beliefs and values.
2. Your most significant experiences and achievements.
3. Your greatest strengths and weaknesses.
4. Your reasons for applying to the LL.M. program.
5. Your reasons for choosing the law schools to which you have applied, including Regent.
6. Other information that may assist the Admissions Committee such as information regarding situations in which you have overcome significant cultural, economic, familial or other challenges.
CHARACTER & FITNESS

Some LL.M. graduates may attempt to take a bar examination in a U.S. state or jurisdiction. Regent University makes no representation regarding a graduate’s eligibility to take any particular bar examination. Applicants are responsible for contacting the appropriate state bar official to determine their eligibility. In the event that you are eligible to take a state bar examination, each state establishes bar registration and admission standards, which include standards for character and fitness. After a student applies to take a state bar examination, the respective bar examiners require the law school to provide an evaluation of the student’s character and fitness to practice law. An essential part of assessing a student’s character and fitness to practice law must be completed when an applicant is considered for admission. If you answer any of the following questions affirmatively, you must provide a complete explanation, including essential information (e.g., a thorough description, the date, the charge and the disposition). Central to determining one’s character and fitness to practice law is the act of voluntary disclosure. If the school learns that your answer to one or more of these questions was not accurate, your acceptance may be revoked, or if you are already enrolled, you may be subject to disciplinary action up to and including dismissal. You must disclose the disposition of any charges against you even if the charges were dismissed.

Your answers to these questions are confidential. You are under a continuing obligation to notify the School of Law of any changes in your answers to these questions. You must answer the questions below even if you do not currently intend to take a state bar examination.

1. □ Yes □ No Have you ever been on academic or disciplinary probation or otherwise been disciplined by any post-secondary educational institution?
2. □ Yes □ No Are there any academic, disciplinary charges or financial liens from any educational institution pending against you?
3. □ Yes □ No Excluding parking violations, but including traffic violations, have you been arrested, formally accused, cited, fined, posted bail or ordered to do community service for the violation of any law?
4. □ Yes □ No Are there any criminal charges pending against you?
5. □ Yes □ No Have you ever been the subject of a court martial hearing, dishonorably discharged from military service or administratively separated from military service with other than an honorable discharge?
6. □ Yes □ No Have you ever been involuntarily separated from a job as a result of an accusation that involved dishonesty, harassment or assault?
7. □ Yes □ No Have you ever been a party to a civil law suit or government administrative action or proceeding?

MARKETING INFORMATION

How did you first learn about Regent University School of Law? Your specific responses are helpful to our marketing initiatives.

_____ Website (Regent, LSAC, other). Please specify: ________________________________

_____ Regent Campus Event. Please specify: _______________________________________

_____ Other Event (college visits, receptions, forums). Please specify: _______________

_____ Direct Mail/Email from Regent University School of Law. Please specify: __________

_____ Mass Media (poster, newspaper, magazine, radio, 700 Club). Please specify: ________________________________


_____ Referral (Regent alumni, student, staff, faculty member, ACLJ, Institute for Christian Legal Studies, prelaw advisor, pastor).

Please specify: ______________________________________________________________________

Name: ___________________________________________ Affiliation: ___________________________