

## International Applicant Instructions

Applicants with undergraduate degrees from colleges or universities outside of the United States and whose native language is not English, or who have not obtained an undergraduate or graduate degree in the United States, must take the Test of English as a Foreign Language (TOEFL). To be considered for admission, applicants must have a minimum score of 600 (PBT), 250 (CBT), or 100 (IBT). Applicants must retake the TOEFL if the minimum score is not earned. In addition, applicants are required to complete the Application Material Checklist and must have international transcripts, academic records, mark sheets, and degree certifications sent directly to LSAC for transcript translation and evaluation.

International applicants who are admitted to the School of Law may be required to participate in the Southern Illinois University Center for English as a Second Language Graduate Student English Program or an equivalent program prior to matriculation.

Admitted international students who need an I-20 form to enter the U.S. should contact SIU Center for International Education. <https://cie.siu.edu/>

## Application Material Checklist

Below is a checklist for first-year JD applicants. An application will not be reviewed until all application materials have been received. Once a file is complete, please allow approximately three weeks for a committee decision to be reached. All admission decisions are posted to the applicant's online status checker.

- Application for admission available at [LSAC.org](https://lsac.org)
- Personal Statement
- Current Resume
- Character and Fitness personal explanation for each incident, if applicable
- LSAC Credential Assembly Service Report (CAS A&E)
  - LSAT taken within the past five years
  - Transcripts sent directly to LSAC from **all** institutions attended including any graduate work
  - Two letters of recommendation sent directly to LSAC
    - Preferably one academic reference
    - Applicants who graduated from an undergraduate institution several years ago may substitute letters from employers or supervisors who can address the applicant's abilities and intellectual promise for the study of law

## LSAC Credential Assembly Service (CAS A&E)

Applicants are required to register with the Credential Assembly Service (CAS) and must have all international transcripts, academic records, mark sheets, and degree certifications sent directly to LSAC for authentication and evaluation. For more information on the LSAT or CAS, visit the Law School Admission Council website, [LSAC.org](https://lsac.org). Contact LSAC for questions relating to your CAS law school report.

## Personal Statement

The Admissions Committee conducts a holistic review of every file including non-numeric factors. Therefore, all applicants are required to submit a personal statement. Personal statements should be 2-3 pages in length, double-spaced, and uploaded as an attachment to the online application.

## Current Resume

All applicants are required to submit a current resume that includes **all** post-high school education, employment history, honors and awards, and extracurricular activities including community service.

**NOTE:** Gaps in an applicant's education or employment history of **more than six months** should be included in the resume; however, a separate addendum should be included to explain the gap in education or employment. The resume (and addendum, if applicable) should be uploaded with your online application.

## Character and Fitness Disclosure

Southern Illinois University School of Law requires all applicants to make a complete and full disclosure to the Character and Fitness questions at time of application. If the answer is "Yes" to one or more of the Character and Fitness questions outlined in the application, applicants will need to upload a written explanation of each incident that includes dates, locations, charges, associated fees, and final disposition.

**NOTE:** Full disclosure is required for any charges against you, including those that have been dismissed, and those for which you were acquitted, adjudication was withheld or deferred, a conviction was reversed, set aside, or vacated, any records were sealed or expunged, you received court supervision, or you pled guilty or nolo contendere to the charge, and regardless of whether you have been previously told that you do not need to disclose any such instance.

In addition, applicants are under continuing obligation to update disclosures and add new occurrences. Failure to make complete disclosure on this application may result in revocation of an offer of admission to the School of Law and/or denial of your application for admission to practice law in a particular state. Discrepancies between disclosure on this application and an applicant's character and fitness application for admission to the bar may result in serious consequences while in law school and when applying to take the bar examination. Therefore, prior to matriculation, applicants are encouraged to seek the specific bar requirements for the state the applicant plans to practice law. Character and fitness requirements for each state are available on the National Conference of Bar Examiners website (<https://www.ncbex.org/>).

## Residency

Southern Illinois University is a state-funded institution. Although the non-resident tuition rate is lower than that of most private schools, it is considerably higher than the resident tuition rate. Non-resident applicants who are admitted to the SIU School of Law are awarded a *Non-Resident Scholarship*, the tuition difference between the resident and non-resident rate.

## **Americans with Disabilities Act (ADA)**

The SIU School of Law follows all applicable laws and regulations relating to students with physical or learning disabilities including the Americans with Disabilities Act and the Rehabilitation Act of 1973. Applicants are not required to identify known disabilities in the application. Admitted students with a physical or learning disability who seek an accommodation from the School of Law should immediately contact the associate dean for academic affairs at the School of Law. Requests for accommodations must be accompanied by appropriate documentation obtained within the last two years preceding the beginning of law school classes. Such documentation should include assessments, diagnoses and specific recommendations for modifications. Requests for accommodations are determined on a case-by-case basis. For more information, visit the Current Student - Disability Services and Policies page on the School of Law website, [www.law.siu.edu](http://www.law.siu.edu), or the Southern Illinois University Disability Support Services website, <http://disabilityservices.siu.edu/>.

## **Equal Opportunity Policy**

In accordance with the laws of the State of Illinois and the United States, the Board of Trustees of Southern Illinois University is committed to a policy of equal opportunity for all persons and is committed to taking affirmative steps aimed at overcoming historical patterns of discrimination in our society. The Board of Trustees directs that all elements of Southern Illinois University adhere to procedures, which promote this policy in all phases of university activities including employment, educational programs, choice of contractors, and relationships with employee organizations. Article VII. Policy on Equal Opportunity and Affirmative Action Statutes of the Board of Trustees of SIU. For more information, visit the Southern Illinois University Board of Trustee Statute, <http://siusystem.edu/board-of-trustees/legislation/board-legislation-statutes.shtml#7>.