Checklist for Applying to Law School

☐ Submit Information Form to Pre-Law Advisor [electronic form, web site]

☐ Take review course for LSAT

☐ Consider LSAC Fee Waiver [Info in Pre-Law Bookshelf]

☐ Take LSAT early enough to repeat it if necessary

☐ Maybe take review course second time or take self-taught course if necessary to take LSAT again

☐ Take LSAT second time if necessary

☐ Register with LSDAS

☐ Clean up social networking sites (like Facebook, MySpace, etc.)

☐ Write “core” personal statement

☐ Review PowerPoint Notes at http://webdev.loyola.edu/prelaw

☐ 2 pages MAX

☐ Double-spaced

☐ Personal

☐ Interesting
Unique

Sink the hook

Link to “the legal enterprise” [not to why I want to go to law school]

Make appointment with Writing Center to go over statement

After Writing Center, use faculty member to read and advise re statement

Give faculty member a polished, typed draft of your statement

Meet with faculty member to go over statement

AFTER THE ABOVE, Revise statement and e-mail to Pre-Law Advisor

Discuss statement with Pre-Law Advisor for final changes [if any]

Modify “core statement” as needed to fit the particular law schools

Get letters of recommendation

Two or three letters

1st: classroom professor

2nd: classroom professor

3rd: outsider employer, etc.

Do not presume you are entitled to a letter.
☐ Ask letter writer if he/she can write “strong letter.”

☐ Special topics for letter writers [optional]
  • Why your grades are so bad
  • Why your LSAT is so low
  • What unique talents you bring to law [language, experience, service, etc.]

☐ Give each letter writer:
  ☐ LSDAS Letter of Recommendation Form – completed, signed
  ☐ Stamped envelope, addressed to LSDAS
  ☐ Transcript [unofficial copy]
  ☐ Resumé
  ☐ Writing sample (preferably from class taught by the letter writer)
  ☐ Do this way ahead of time, especially with certain professors
  ☐ Tell letter writers that Pre-Law Advisor said it is important that letters not be delayed.
  ☐ After one week, send letter writer a thank you note (or an expensive gift)
  ☐ Two week follow-up.
  ☐ Three week follow-up
☐ Then contact Pre-Law Advisor if still no letter

☐ “Special letters”
  • Individually arranged between you and the writer.
  • Usually goes directly to the law school, not through LSDAS

☐ Select law schools

☐ Consider waiver of application fees [individually, per school]

☐ Consider subjective evaluation factors
  • Where you go is probably where you will start out practicing.
  • In-state tuition

☐ Two or three “long shots”

☐ Two or three “safe” schools

☐ Five or so schools “in range”

☐ Create “Debt Analysis” for each law school to which you are applying

☐ Assess probabilities of admission with
  • Use Boston College On-Line Locator re admission chances
  • ABA-LSAC Official Guide to ABA-Approved Law Schools [This is the best guide; available Beatty 3rd floor bookcase and in library on reserve under Pre-Law Advisor’s name.]
• Use MAPLA Law School Admissions Profiles [Pre-Law Bookshelf, Beatty 3rd floor]

☐ Submit unofficial transcript or WebAdvisor printout to Pre-Law Advisor

☐ Submit Law School Selection Form to Pre-Law Advisor [electronic form, website]

☐ After the above, Make appointment with Pre-Law Advisor to go over law school selections

☐ Consult Pre-Law Advisor concerning any addendums to the applications

☐ Complete on-line law school applications

☐ For minority candidates: consider Legal Opportunity Scholarship [See Pre-Law Advisor]