

# ADMISSION REQUIREMENTS

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- Graduate (p. 1)
- Professional (p. 1)

## Graduate

### Benerd College

Master of Arts in Education  
Master of Arts in Leadership  
Doctor of Education

### McGeorge School of Law

Master of Public Administration  
Master of Public Policy  
Master of Science in Law

### School of Health Sciences

Master of Physician Assistant Studies (Sacramento)  
Master of Science in Athletic Training (Stockton)  
Master of Science in Clinical Nutrition (Sacramento)  
Master of Science in Nursing-Entry Level Program (Sacramento)  
Master of Science in Nutrition Science (Sacramento)  
Master of Science in Speech-Language Pathology (Stockton)  
Master of Social Work (Sacramento)  
Doctor of Audiology (San Francisco)  
Doctor of Health Science (Sacramento)  
Doctor of Medical Science (Sacramento)  
Doctor of Occupational Therapy (Sacramento)  
Doctor of Physical Therapy (Stockton)

## Professional

### Arthur A Dugoni School of Dentistry

Doctor of Dental Surgery (IDS)

### McGeorge School of Law

Juris Doctor  
Master of Laws  
Doctor of Juridical Science

## The Admission Requirements on this page are for the following graduate programs on the Sacramento campus.

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Master of Arts in Education  
Doctor of Education

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Master of Public Administration  
Master of Public Policy  
Master of Science in Law

### School of Health Sciences

Master of Physician Assistant Studies (Sacramento)  
Master of Science in Athletic Training (Stockton)  
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Master of Science in Nursing-Entry Level Program (Sacramento)  
Master of Science in Nutrition Science (Sacramento)  
Master of Science in Speech-Language Pathology (Stockton)  
Master of Social Work (Sacramento)

Doctor of Audiology (San Francisco)  
Doctor of Health Science (Sacramento)  
Doctor of Medical Science (Sacramento)  
Doctor of Occupational Therapy (Sacramento)  
Doctor of Physical Therapy (Stockton)

Admission decisions are based on the quality of the applicant's academic degrees and record, the personal statement of purpose, letters of recommendation from professors or others familiar with the applicant's academic work, performance in aptitude and achievement tests, relevant work experience, preparation in the proposed field of study, and on the appropriateness of the applicant's goals to the graduate program and of the applicant's research interests to those of its faculty. Some graduate programs have additional admission criteria that applicants must meet; visit the individual program catalog pages for program admission requirements. Satisfaction of minimal standards does not, however, guarantee admission.

International applicants or non-U.S. citizens who did not receive their bachelor's degree in the United States, should consult the information for international students at the end of this section regarding additional admission.

An application for admission made through the Office of Graduate Admission implies a student's intention to work toward an advanced degree. An applicant may apply to more than one graduate program; however, they must choose only one program upon confirmation of their intent to attend Pacific.

### Types of Admission

#### Full Admission

A student that meets all the admission criteria of a program will be classified as a student in full standing. Students are advanced from this classification to candidacy for advanced degree upon formal notification from the department.

#### Conditional Admission

This classification includes students who have been admitted into a particular degree program but have not yet met all admission requirements. Reasons for conditional status may include:

- Incomplete application materials
- Bachelor's degree not posted at time of admission

All conditions will be listed on an applicant's decision letter. A student will have no more than one term to meet all conditions. If conditions are not met by the end of the first term enrolled, the student will be subject to disqualification. Once all conditions are met, the student will be classified as full standing.

#### Unclassified Student Admission

Students who have a bachelor's degree but do not plan to work for an advanced degree may take classes as an unclassified student. No more than 12 credits earned as an unclassified student may be applied toward an advanced degree. Unclassified students are required to meet the same academic standards as other graduate students. Unclassified students who later wish to work toward an advanced degree must make a formal application to the appropriate department or interdepartmental

program and be formally admitted by the Office of Graduate Admission as a student with full admission status.

### General Admission Requirements for All Applicants

To be considered for admission with full standing, applicants must have:

- a bachelor's degree or the equivalent from a regionally accredited institution of higher education in the United States, or a foreign institution of acceptable standing,
- adequate undergraduate preparation in the proposed major field or equivalent evidence of an appropriate background for undertaking as an advanced degree program, and
- a cumulative GPA of 2.65 or better in all post-secondary coursework *or* in the last 60 units of baccalaureate and/or post-baccalaureate work.

Some programs may have higher GPA requirements; review specific program information in the catalog for additional GPA requirements.

Applicants must complete a University of the Pacific Graduate Admission application. All applications must be complete, which typically includes: the online application, essay, official transcripts from each college or university attended, letters of recommendation, and test scores appropriate to the program. Unofficial transcripts will be accepted for application review, however unofficial transcripts must include ALL of the same information that would appear on an official transcript, including:

- Full Name
- Name of the college/university
- A complete list of all coursework listed by academic term, including number of units and grades earned
- Any degree already earned (and the degree date)
- The upload must be large enough to read, not blurry or pixelated, and all pages must be rotated so that the text is right-side up (not upside down or sideways).
- Unless the back of the transcript is completely blank (no stamps, signatures, grading scales or course information, etc.), the front and back of the transcript must be uploaded.

NOTE: Some programs may require official transcripts for admission. Review specific program admission requirements for details.

Final official transcripts from each college must be submitted prior to the first day of classes, and must show satisfactory work or the University has the right to revoke the offer of admission. For transcripts to be considered official, they must be in an envelope that has been sealed by the issuing institution. Recommendations must be written within the last year. For detailed information on required graduate entrance examinations and recommendations, see the program-specific pages.

#### Note:

- Applications submitted or completed after the posted deadlines may be evaluated and students will be admitted on a space-available basis (depending upon the program).
- Students are not permitted to register until they have submitted their confirmation of enrollment, and have satisfied all admission requirements.
- Admission will be denied to applicants possessing bachelor's degrees with a significant amount of credit awarded for work experience that was not supervised by a faculty member of an accredited university nor evaluated in units which identify the academic content.

### Application Fee

Each applicant must submit the appropriate application fee in U.S. dollars; the application fee is submitted as part of the online graduate application. Application fees vary by program.

### Testing Requirements

Some programs may require a graduate entrance examination as part of the application requirements; refer to the relevant program pages for more information. All test scores must be official, less than five years old, and received by the Office of Graduate Admission prior to an admission decision.

### Deferral of admission

Students who wish to enroll in a different semester from which they were admitted, must contact the Office of Graduate Admission to defer their application. Deferral of application is subject to program approval. Applications will only be deferred for up to one academic year. If a student does not begin coursework within one year of your original application for admission, they must submit a new graduate application for admission. Previous admission status has no bearing on the decision for admission in the future.

### GPA Waiver Policy

Students who do not meet the GPA requirement for admission to a graduate program at University of the Pacific may petition for admission by submitting the GPA Forgiveness Form to the Graduate School. In order to qualify, applicants must meet the following:

- Have a minimum of five (5) years of professional experience after completion of the baccalaureate degree
- Have the support of the Program Director and the Dean of the school in which the degree program is housed
- Submit a letter of recommendation addressing their potential for success as a graduate student from their current or most recent supervisor

Submission of this form does not guarantee approval. Final approval is granted by the Dean of the Graduate School.

### International Applicants

In addition to the application materials required for domestic students, international applicants must supply the following information to be considered for admission to University of the Pacific graduate programs six weeks prior to the program admission deadline:

**Transcript Evaluation:** A course-by-course foreign transcript evaluation is required for all institutions attended outside of the United States, unless the coursework was taken before earning a graduate degree from a U.S. institution. Transcripts must be reviewed by one of the following approved foreign credential evaluation services:

- World Education Services (<https://www.wes.org/>), Inc. (WES)
- Educational Credential Evaluators (<https://www.ece.org/ECE/>), Inc. (ECE)
- Foundation for International Services (<https://www.fis-web.com/>), Inc. (FIS) Note: We will only allow evaluations done on photocopied transcripts on a case-by-case basis.
- International Education Research Foundation (<http://www.ierf.org/>), Inc. (IERF)

- Transcript Research (<https://transcriptresearch.com/>)
- Josef Silny & Associates (<http://www.jsilny.com/>)

**Certification of Finances:** Government regulations require that international students provide evidence that they are able to meet the financial requirements of their education, living expenses, and miscellaneous costs. This requires the submission of the "Certification of Finances" form (found here (<https://www.pacific.edu/sites/default/files/users/user482/COF20232024.pdf>)) in the amount to cover all of the aforementioned costs for one year.

**English Proficiency Examination Results:** Applicants whose native language is not English must submit official results (taken within the last two years) of one of the following in order to receive consideration for admission:

- Test of English as a Foreign Language (TOEFL)
- International English Language Testing System (IELTS)
- Duolingo English Test (DET)

Information about TOEFL can be located online at <http://www.ets.org/toefl>; information about IELTS can be located at <http://www.ielts.org> (<http://www.ielts.org/>); information about DET can be located at <https://englishtest.duolingo.com/> (<https://englishtest.duolingo.com/applicants/>). University of the Pacific's TOEFL Code is 4065.

Minimum Score for Admission:

- TOEFL iBT: 80
- IELTS score: 6.5
- DET: 105

Some programs require higher scores; please contact specific departments for further information.

Minimum Score for Teaching Assistants:

- TOEFL iBT: 90
- IELTS score: 7.0
- DET: 115

Some programs require higher scores; please contact specific departments for further information.

## Direct Admission of UOP graduates into MPA or MPP programs

There is a direct admission pathway for UOP graduates (w/in two years of BA or BS) into MPA or MPP if they satisfy four criteria:

- Completion of at least 50 units enrolled in courses offered by the University of the Pacific.
- A GPA of 3.5 or above in the last 60 units enrolled.
- No matriculation in a post-baccalaureate degree program.
- Success in an interview.

## The Admission Requirements on this page are for the following professional programs on the Sacramento campus.

**Arthur A. Dugoni School of Dentistry**  
International Dental Studies (IDS)

### International Dental Studies

Through the International Dental Studies (IDS) program, qualified internationally-educated dentists will have the opportunity to earn the Doctor of Dental Surgery degree from this 24-month, eight-quarter curriculum, which provides practical and comprehensive training in dental techniques as practiced in the United States.

The IDS curriculum includes pre-clinical and clinical instruction in dental subjects presented in the traditional DDS program, as well as instruction in clinical pharmacology and pathology, differential diagnosis of oral diseases, facial pain, special needs patients, hospital dentistry, and preparation for regional and state licensure; the behavioral sciences include basic management science, introduction to geriatric dentistry, fundamentals of dental practice, and jurisprudence. IDS students begin clinical patient care in the second quarter and spend the greater portion of their second year in clinical practice.

The University of the Pacific has recently announced the addition of our new Pacific Health Care Collaborative (PHCC) in Sacramento, California.

This facility will be located in the historic Oak Park neighborhood, and the new clinical and academic facility will provide a new collaborative, interprofessional approach to health sciences education and patient care – the first of its kind in the United States.

The collaboration between the Arthur A. Dugoni School of Dentistry and the School of Health Sciences brings the university's healthcare providers under one roof, putting the patient at the center. The new space where the PHCC will be located will feature state-of-the-art facilities to provide low-cost care to those who need it most. The clinic's dental students will be part of the Dugoni School's International Dental Studies Program, allowing our school to double the class size. Click here to learn more about the Pacific Health Care Collaborative. (<https://www.youtube.com/watch?v=peJagEfk3Cs>)

The IDS admissions committee considers the following factors in selecting applicants for admission: dental school achievement, pass results on the National Dental Board Examination Parts 1 & 2 or the Integrated National Dental Board Examination, English language proficiency, professional experience, community service, and advanced degrees. Applicants invited to interview are selected from those who meet preliminary admissions requirements.

Applications must be made through the American Dental Education Association (ADEA) Centralized Application for Advanced Placement for International Dentists (CAAPID) at <http://www.adea.org/caapidapp/>.

\*The process to apply to the International Studies program is the same regardless of campus preference.

\*\*The executive admissions committee considers campus preference, but it is not guaranteed.

**Required documentation for admission consideration:**

1. Copy of a dental diploma (any degree in a language other than English must be accompanied by a certified translation from a bona fide translator). \*Provisional degrees are not accepted.

2. Successful completion of Parts I & 2 of the National Dental Board Examination (NBDE-1, NBDE-2) or the Integrated National Dental Board Examination (INDBE).

3. A score of 92 or above on the internet-based version of the Test of English as Foreign Language (TOEFL).

4. Copy of a course-by-course transcript evaluation from Educational Credential Evaluators (ECE) with a minimum U.S. grade point average of 2.00.

5. Three recent letters of recommendation written in English by U.S. or international dental professionals (dentists, dental school faculty).

6. Curriculum Vitae (CV) describing the applicant's dental experience and additional academic accomplishments since receiving the initial dental degree.

The program's admission process is described more fully on the school website (<https://dental.pacific.edu/dental/academic-programs/international-dental-studies/ids-program-how-and-when-to-apply/>).

#### For additional information, you may also contact the IDS program at:

University of the Pacific, Arthur A. Dugoni School of Dentistry  
155 Fifth Street  
San Francisco, CA 94103, U.S.A.  
Phone: (415) 929-6491  
Email: [IDS@pacific.edu](mailto:IDS@pacific.edu)

## The Admission Requirements on this page are for the following professional programs on the Sacramento campus.

### McGeorge School of Law

Juris Doctor  
Master of Laws  
Doctor of Juridical Science

- Juris Doctor Students (JD) (p. )
- Master of Laws (LLM) (p. )
- Doctor of Juridical Science (JSD) (p. )
- Summer Session (p. 6)
- Transfer Students (<http://catalog.pacific.edu/sacramento/admissions/Admissions/>)
- Visiting Students (p. 7)

## Juris Doctor (J.D.) Students

### Deadlines & Requirements

The admissions committee admits applicants on a rolling basis; therefore, we encourage all applicants to submit their application early.

## Apply

- Admissions (<https://www.pacific.edu/law/jd-programs/deadlines-and-requirements/>)
- Check Your Application Status (<https://aso.lsac-unite.org/?guid=%2B1Qo68Q2oWs%3D>)

You will need the following to complete your application:

- a. A completed application form
- b. Personal statement
- c. Résumé
- d. Two (2) letters of recommendation submitted through your LSAC CAS account. (Up to three letters will be allowed)
- e. Bachelor's degree
- f. CAS Report
- g. Email address (this is the primary form of communication from the law school)

## Application

Click here (<https://os.lsac.org/release/startup.aspx?appl=4065A1>) to begin your application. Please note that McGeorge does not accept hardcopy applications. All applications must be completed through the Law School Admission Council (LSAC). The application must be complete when submitted.

## Resume

Provide a Résumé of full-time employment and other activities, starting with the most recent. Include dates, name(s) of employer(s), and position(s) held. List the hours worked per week and academic honors received since entering college. List extracurricular activities, hobbies and community service. Describe nature and extent of employment during college and include volunteer work. Please include summers. Explain any periods of time after high school not accounted for by the preceding educational and employment history. However, all other high school information should be omitted.

## Letters of Recommendation

In support of the application, applicants must submit two letters of recommendation directly to LSAC, and will accept a maximum of three letters. Applicants are strongly encouraged to reach out to their college professors and administrators who have had the opportunity to assess their academic, time management, research and analysis skills to write on their behalf.

Applicants who have been out of school for a considerable amount of time can submit letters of recommendation from employers, business colleagues, and mentors. Letters from family members and close personal friends are discouraged. These letters should address skills relevant to your potential success in law school.

Please note that LSAC will not release an applicant's CAS report to McGeorge until they have received a minimum of two letters of recommendation. Furthermore, the application will remain incomplete and will not be reviewed until the applicant's file is complete.

## Credential Assembly Services (CAS) and LSAT or GRE

Applicants must register with LSAC for the Law School Admission Test (LSAT) or Graduate Record Exam (GRE) and LSAC's Credential Assembly Services (CAS). Transcripts of prior college and university

coursework must be furnished directly to LSAC. LSAT scores must be from administrations within five years prior to the year of enrollment. An application file is not complete and will not be reviewed until an applicant's law school report, including an LSAT score or GRE score, has been received. *Please note, if you have a valid LSAT score on file, the GRE score will NOT be considered for admission.* (Applicants whose undergraduate degrees are not from educational institutions within the United States, its territories or Canada must use LSAC's Credential Assembly Service for international document authentication and evaluation.)

JD-Next can be considered with your application as a supplemental piece of information but will not be used in lieu of the LSAT or GRE requirement.

**Applications will not be considered for final action until all required information has been received.**

McGeorge School of Law maintains a long-standing policy of not discriminating in any of its activities based on race, gender, sexual orientation, national or ethnic origin, disability, marital status, age, color or religious belief.

## Transcripts

All transcripts for college and graduate work must be submitted directly to LSAC. LSAC will evaluate each transcript and forward a report to each law school the applicant designates.

If an applicant matriculated at another law school, a letter of good standing from that school is required. Additionally, if an applicant sat for an examination at that school, a transcript from that law school must also be submitted directly to LSAC.

## Character and Fitness

Most states have standards of character and fitness to practice that must be satisfied by candidates applying for admission to the bar. Candidates with a record of involvement in criminal matters must provide a full, descriptive statement and should investigate the admission policies of the jurisdiction where application for admission to practice is anticipated by writing to the bar examiners in that state. Include dates of incident and disposition. Upon matriculating, your duty to disclose remains ongoing upon enrollment through graduation. Failure to disclose may result in the revocation of the original admissions offer and withdrawal from the law school.

Your thorough disclosure of these events could play a role in the licensure process from the State Bar in several years, so it is imperative that you be direct and thoughtful in your approach now. When the State Bar looks at your Character and Fitness application, they will compare it to whatever you divulge now and throughout your law school career, and any discrepancies could be problematic.

## Additional Application Requirements for Foreign Applicants

### Test of English as a Foreign Language (TOEFL)

An applicant who did not complete his or her bachelor's degree from an English-language college or university, and for whom English is not his or her primary language is required to take the TOEFL. This requirement also applies to recent immigrants who have completed their education outside of the United States where English was not the language of instruction.

A minimum score of 600 for the paper-based test, 250 for the computer-based test, or 100 for the internet-based exam is required. Please note that acceptable scores must come directly from TOEFL and be submitted to LSAC. For additional information on TOEFL, visit <http://www.ets.org/toefl> (<http://www.ets.org/toefl/>).

## Transcripts (International)

McGeorge requires that foreign transcripts be submitted directly to LSAC Credential Service which is included in the CAS subscription fee. A foreign credential evaluation will be finalized by the American Association of Collegiate Registrars and Admissions Officers (AACRAO) and will be integrated into your CAS report.

## Student Visa

Once an international applicant is admitted to the law school and has paid their first seat deposit, the Director of Admissions will contact the student to obtain an I-20 application form, certification of finance, a notarized copy of their birth certificate, passport, and when applicable, marriage license. Once all of these items are received, the Director of Admissions will process the student's SEVIS I-20. An I-20 form is one part of the requirement for an applicant to obtain a student visa (<https://www.pacific.edu/law/llm-and-jsd-programs/international-students/visa-information/>).

## Next Steps ...

Once an applicant submits their application, they can check the status online through the Application Status Online. Login information for the Applicant Status Online is emailed to applicants when the application is submitted to the law school. The admissions committee will review files in the order that they were completed. Our admissions committee is devoted to reviewing each file in a holistic manner. Please allow 4-12 weeks to receive an admission decision. Offers of admission will be sent via U.S. mail. Other admission decisions will be sent via email. Changes to an applicant's email or mailing address should be communicated to the Office of Admissions immediately.

## Master of Laws (LL.M.) Program Application Requirements

To be eligible to apply to one of our LL.M. programs, the applicant must present evidence of:

- Graduation from a school of law approved by the American Bar Association; or
- Admission to the Bar in a foreign jurisdiction, or of a state in the United States; or
- Graduation from a faculty of law in a foreign country whose educational authority has authorized that faculty to issue degrees in law.

## L.L.M. Application Checklist

- Complete our Online Application ([https://www.pacific.edu/sites/default/files/2024-07/June%202024\\_LLM%20Application%20Requirements%20and%20Checklist.pdf](https://www.pacific.edu/sites/default/files/2024-07/June%202024_LLM%20Application%20Requirements%20and%20Checklist.pdf)) (preferred) or our LSAC Application (<http://www.lsac.org/>).

There is **no fee to apply if you use our Online Application**. When completing the Online Application, **please select "New Law & Public Policy" for "Student Type."**

Applicants must submit the following documents either by courier or via email to [graduatelaw@pacific.edu](mailto:graduatelaw@pacific.edu) (*Note: Application materials in languages other than English must be accompanied by certified English translations.*):

- Curriculum vitae (résumé);
- Personal Statement;
- Original official transcripts from colleges, universities, and graduate or professional schools attended, including a current law school transcript;
- Two letters of reference, preferably from law school professors or legal employers;
- For non-native English speakers, proof of English proficiency:
  - Receipt of an undergraduate or graduate degree from an English language institution;
  - Multi-year employment in a position in which English is the primary language of communication; or
  - A minimum test score of 88 (Internet-based) on the Test of English as a Foreign Language (TOEFL), or 6.5 on the International English Language Testing System (IELTS).

*Note: The F-1 student visa process may take up to three (3) months. We encourage students to submit their application no later than May 15 to allow sufficient time for processing.*

## Questions?

Please, email ([graduatelaw@pacific.edu](mailto:graduatelaw@pacific.edu)) us or visit our Frequently Asked Questions page (<https://www.pacific.edu/law/llm-and-jsd-faq/>).

## Doctor of Juridical Science (J.S.D.) Program Application Requirements

To be considered for McGeorge's J.S.D. program, applicants must present evidence of:

- Graduation from a school of law approved by the American Bar Association; or
- Admission to the Bar of a state in the United States; or
- Graduation from a faculty of law in a foreign country whose educational authority has authorized that faculty to issue degrees in law.

## J.S.D. Application Checklist

*Note: No Application Fee.*

- Complete our Online Application (<https://www.pacific.edu/law/llm-and-jsd-programs/application-requirements/>) or our LSAC Application (<http://www.lsac.org/>).

Applicants must submit the following documents either by courier or via email to [graduatelaw@pacific.edu](mailto:graduatelaw@pacific.edu) (*Note: Application materials in languages other than English must be accompanied by certified English translations.*):

- Curriculum vitae (résumé);
- Signature form (pdf) (<http://mcgeorge.edu/Documents/Forms/LLMSignatureForm.pdf>);
- Application statement indicating why you are interested in the J.S.D. degree, including intended fields of inquiry and research objectives in specific terms;
- Legal writing sample such as a published article, monograph, or academic paper;

- Original official transcripts from colleges, universities, and graduate or professional schools attended, including a current law school transcript;
- Two letters of reference, preferably from law school professors or legal employers;
- For non-native English speakers, proof of English proficiency:
  - Receipt of an undergraduate or graduate degree from an English language institution;
  - Multi-year employment in a position in which English is the primary language of communication; or
  - A minimum test score of 88 (Internet-based) on the Test of English as a Foreign Language (TOEFL), or 6.5 on the International English Language Testing System (IELTS).

*Note: The F-1 student visa process may take up to three (3) months. We encourage students to submit their application no later than May 15 to allow sufficient time for processing.*

## Questions?

Please, email ([graduatelaw@pacific.edu](mailto:graduatelaw@pacific.edu)) us or visit our Frequently Asked Questions page (<https://www.pacific.edu/law/llm-and-jsd-faq/>).

## Summer Session Students On-Campus & Foreign Summer Program

Summer sessions are available to part-time and full-time students. Although summers cannot take the place of a full-time semester, taking some coursework in the summer can lighten your load during the regular year. Completing the units required for graduation results in taking between 14 and 15 units each semester. As few as 12 units can be taken while still qualifying as a full-time student, so some full-time students pursuing extra-curricular activities or wishing to give advanced material particular focus use summers to enable taking 12 or 13 units during a term.

## On-Campus

Two Summer Sessions are scheduled including on-campus required courses, electives and international electives. Summer courses are compressed but consist of the same number of class hours as similar courses offered during the academic year. Summer Session on-campus classes are normally scheduled in evening hours. Students who have completed at least one year of law study in good standing at other ABA-accredited law schools may enroll in either the On-Campus or International Session.

## International Session

Learn more about our Summer Abroad Program and apply online:

- Summer Program in Salzburg, Austria (<https://www.pacific.edu/law/international-study/>)

## Transfer Students

Applicants may be accepted with advanced standing to McGeorge School of Law after having completed one or more years at another ABA-accredited law school and may only apply for admission to begin their law study at McGeorge School of Law commencing in the fall or spring term. Acceptance may be conditioned on the student taking courses as specified by the law school.

McGeorge's policy allows applicants to transfer up to 32 credits in courses with satisfactory grades of C+ or better. Each applicant's prior

law transcript will be evaluated and compared to McGeorge School of Law coursework. When transfer credit is granted, only the units, and not the grade, will be credited. The course will be treated the same as a "Honors/Pass/Low Pass/ Fail" course for GPA purposes. For the purpose of counting 72 graded units, the course may be treated as graded units if it was graded when taken unless an equivalent course at the School of Law is ungraded. Any courses which are not commensurate to McGeorge School of Law courses will be required to be retaken upon enrollment.

## Application Requirements for Transfer Applicants

- a. Completed application form
- b. Personal statement expressing reasons for requesting transfer
- c. Résumé
- d. Two (2) recommendation letters submitted through your LSAC CAS account (at least one must be from a current law school professor)
- e. Transcript from the first year of law school enrollment, if applicable
- f. Letter of Good Standing from current law school, containing class rank (If the law school does not rank the class, a letter from the law school registrar or Dean of Students outlining the grading policy must be submitted.)
- g. LSAC Credential Assembly Service Law School Report

## Application

Click here (<https://os.lisac.org/release/startup.aspx?appl=4065A2>) to begin your application. Please note that McGeorge School of Law does not accept hardcopy applications. All applications must be completed through the Law School Admission Council (LSAC.) The deadline to submit transfer applications is July 15 for the following fall term and Nov. 15 for the spring term.

## Certification of Good Standing

A certification letter of good standing from your current law school is required. This document contains your academic results for the year currently being completed and includes certification of your class standing. Please have this document sent directly to the McGeorge School of Law Admissions Office.

## Credential Assembly Services (CAS)

All transfer applicants must pay for a Credential Assembly Services (CAS) report to be submitted to the law school along with their LSAT score.

## Letters of Recommendation

In support of the application, applicants must submit two letters of recommendation directly to LSAC, and we will accept a maximum of three letters. At least one letter must be from a current law school professor. These letters should address skills relevant to your potential success in law school.

Please note that LSAC will not release an applicant's CAS report to McGeorge School of Law until they have received a minimum of two letters of recommendation. Furthermore, the application will remain incomplete and will not be reviewed until the applicant's file is complete.

## Personal Statement

The statement must be no more than three pages, double-spaced, 12 pt. font. A transfer applicant's personal statement is an opportunity to

provide information about their reasons for requesting a transfer and any other information that the applicant believes should be considered.

## Resume

Provide a Résumé of full- and part-time employment and other activities, starting with the most recent. Include dates, name(s) of employer(s), and position(s) held. List academic honors received since entering college. List extracurricular activities, hobbies and community service. Please be sure to include any law-related internships and externships completed since entering law school. Describe nature and extent of employment during college, listing the hours worked per week and include volunteer work. Include summers. Explain any periods of time after high school not accounted for by the preceding educational and employment history. However, high school information should be omitted.

## Transcripts

All transcripts for college and graduate work must be submitted directly to LSAC. The transcript from your degree granting institution(s) must show conferral of your degree. LSAC will evaluate each transcript and forward a report to each law school the applicant designates.

Transcripts from the current law school are required and should be mailed directly to the McGeorge School of Law Admissions Office. The transcripts must contain grades for your first year of law school and will be reviewed carefully along with the syllabi for the courses the student has taken.

## Notification of Acceptance

Because application decisions are based on a transcript and certification of good standing containing information about the academic year just completed, McGeorge School of Law usually notifies transfer students of their acceptance in mid-July for the fall and early December for the spring term.

An offer of admission to a transfer student comes with a detailed letter stating which coursework will be accepted either as credit or as credit along with the fulfillment of a course requirement. The letter should include a list of any classes required for admission in addition to what is generally required for graduation. The letter also urges students to contact the Office of Student Services for academic advising for the second year and beyond. Transfer students are required to participate in selected sessions of Orientation, including sessions where students are made aware of the various services provided by each department on campus.

### Visiting Students

Students enrolled at another law school accredited by the American Bar Association who desire to take one semester or one academic year of course work at McGeorge School of Law to be applied toward degree requirements at their home law school will be considered for visiting status. Students may submit applications for the spring or fall semester. Visitors are not eligible to receive their J.D. degree from McGeorge School of Law.

To apply for admission as a visiting student, applicants must submit the following:

- a. Completed application form
- b. Personal statement expressing reasons for requesting to visit
- c. One recommendation letter must be submitted from a professor at the home law school

- d. Résumé
- e. A letter or form from the Law School Registrar or other appropriate Law School Administrator outlining which courses the student will be allowed to take at McGeorge School of Law
- f. Transcript from current law school
- g. Front page of Credential Assembly Service CAS report sent from home law school.

Candidates with a record of involvement in criminal matters must provide a full, descriptive statement and should investigate the admission policies of the jurisdiction where the application for admission to practice is anticipated by writing to the bar examiners in that state. Include dates of incident and disposition.

## Application

Click here (<https://os.lsac.org/release/startup.aspx?appl=4065A3>) to begin your application. Please note that McGeorge School of Law does not accept hardcopy applications. All applications must be completed through the Law School Admission Council (LSAC.) The deadline to submit visiting applications is July 15 for the fall term and Nov. 15 for the spring term.

## Law School Transcript

This document must contain grades for at least one full academic year and should be submitted directly to the McGeorge School of Law Admissions Office.

## Personal Statement

The statement must be no more than three pages, double-spaced, 12 pt. font. A visitor applicant's personal statement is an opportunity to provide information about their reasons for requesting to visit and any other information that the applicant believes should be considered.

## Resume

Provide a resume of full- and part-time employment and other activities, starting with the most recent. Include dates, name(s) of employer(s), and position(s) held. List academic honors received since entering college. List extracurricular activities, hobbies and community service. Please be sure to include any law related internships and externships completed since entering law school. Describe the nature and extent of employment during college, listing the hours worked per week and include volunteer work. Include summers. Explain any periods of time after high school not accounted for by the preceding educational and employment history. However, high school information should be omitted.

## Letter of Recommendation

In support of the application, applicants must submit one letter of recommendation directly to LSAC. The letter must be from a current law school professor and should address your success in law school, your aptitude as a student and the impact you have had at your law school.

## Permission to Visit

Visiting students must submit a letter or form from their Law School Registrar or other appropriate Law School Administrator outlining which courses the student will be allowed to take at McGeorge School of Law.

The letter must be submitted to the Admissions Office and the visiting student will not be allowed to register for classes until this form has been obtained.

## Character and Fitness

Most states have standards of character and fitness to practice that must be satisfied by candidates applying for admission to the bar.

## Notification of Acceptance

Visiting students will receive their decisions soon after their files are complete.