Application Instructions

This LLM program is designed for international law graduates who seek an academic program in order to prepare for the Uniform Bar Exam (UBE). An applicant who has studied in a foreign country may qualify to take the Uniform Bar Exam to practice in New York state by submitting to the New York State Board of Law Examiners satisfactory proof of the legal education as required by Part 520.6 of the Rules of the Court of Appeals for the Admission of Attorneys and Counselors at Law. Each applicant must ensure that their foreign first law degree qualifies them for the LLM cure of durational or substantive educational requirements, and that all other requirements listed in Part 520.6 are met, including 520.6(b)(1) which requires admission to practice in their country. If there is any doubt, applicants are encouraged to seek an early determination from the Board of Law Examiners.

Only complete applications are eligible for review. Applications to the LLM program should be submitted and all supporting materials received by July 1, 2022 in order to be complete and considered for a fall semester start date in August, 2022.

Applicants for the LLM for International Law Graduates who intend to take the Uniform Bar Exam should be aware that success on the examination is a difficult task. Therefore, LLM candidates who plan to take the Uniform Bar Exam are strongly encouraged to take core courses, listed below, to maximize each candidate's ability to pass the bar examination.

To ensure compliance with the Rules of the Court of Appeals in New York state, the LLM degree at Albany Law School consists of 30 credit hours of course work that must be completed within 24 months of matriculation. Required courses are Introduction to U.S. Law, Legal Profession, Legal Research and Writing, and either U.S. Constitutional Law or Federal Civil Procedure. The program also requires LLM candidates to take Advanced Legal Analysis—a specially designed course that covers bar examination topics, including Contracts, Criminal Law/Criminal Procedure, Torts, Constitutional Law, Property, and Evidence. Students are assigned problems and exercises that are in the same format as bar questions and receive written feedback designed to make them more successful on the bar examination.

In addition to the required courses set out above, at least six credit hours must be taken from the following courses:

- Criminal Procedure: Investigation
- Criminal Procedure: Adjudication
- Constitutional Law I or II
- Contracts I or II
- Commercial Law Survey
- Federal Civil Procedure
- Torts
- Evidence
- Business Organizations
- Property I or II
- Trusts & Estates
- Criminal Law

Albany Law School recognizes that foreign-educated lawyers present very different backgrounds and training (e.g., common law versus civil law and actual prior course work and experience), and we seek to build on those individual differences. In recognition of this fact, and to comply with Bar admission standards, LLM students must also take at least six credits from a menu of experiential courses, at least one of which must be an in-house clinical program or field placement through the Albany Law School Justice Center. Law interns in the Justice Center represent real clients in actual cases under the close supervision of faculty members. This experience is intended to enrich students' formal legal education and to promote students' professional development by assisting them in integrating legal doctrine and theory with actual legal practice and professional responsibility.

Checklist of Required Items—LLM:

- Completed application
- Credential Assembly Service Law School Report, including undergraduate transcript(s) and law school transcript(s)
- Résumé or curriculum vitae
- A 2-3 page statement of interest outlining why you wish to pursue this degree
- Two letters of recommendation

Application

Please complete the appropriate Albany Law School LLM application, making certain that you select the correct program and term in which you wish to enroll. Please be sure to answer all required questions completely and submit all required supporting materials. Failure to do so may delay the processing of your application.
Credential Assembly Service Law School Report

Credential Assembly Service Law School Report Registration with the Law School Admission Council's LLM Credential Assembly Service is required. The following materials must be submitted through this service:

• Transcripts: official transcripts from all undergraduate and graduate schools that you have attended must be sent according to LSAC's instructions so that English translations, evaluations, and accreditation information can be provided to Albany Law School.

• Letters of recommendation: all applicants are required to submit at least two letters of recommendation. Applicants may opt to submit up to four. Letters should be from faculty, supervisors, or clients who can describe your strengths and abilities that will contribute to your academic success.

Statement of Interest

The Statement of Interest should be written in your own words and limited to 2-3 typed, double-spaced pages, outlining how this degree will support your career objectives.

Résumé

Please include all employment, publications, any substantive extra-curricular activities, and community service.

Character & Fitness

If you answer "yes" to any of the character and fitness questions, you must submit a statement reciting, in detail, the facts and circumstances of each reported event. The statement should include dates, exact name and location of courts (if any), and final disposition of all matters. Proof of final disposition is preferred, when available. If not available, please explain the reason. Your statement must be attached in order to submit your application. Failure to provide sufficient description and/or explanation of reported events may prompt the Admissions Committee to request additional information from you, thereby causing a delay in the processing of your application.

In addition to a bar examination, there are character, fitness, and other qualifications for admission to the bar in every U.S. jurisdiction. Bar Examiners may ask additional questions beyond those listed on this application. Applicants are encouraged to determine the requirements for any jurisdiction in which they intend to seek admission by contacting the jurisdiction. Addresses for all relevant agencies are available through the National Conference of Bar Examiners.

Please note that in regards to answering "yes" to questions involving academic or criminal records, the Board of Bar Examiners may ask for more detailed or additional information. Inconsistencies between your law school application and your application to the Bar may cause difficulty with bar admission. Failure to make a complete disclosure when answering the below questions may also subject a student to disciplinary action.

Diversity Statement and Additional Addenda (optional)

Albany Law School values the diverse perspectives and experiences that our students contribute to our community and classes. We also acknowledge that many applicants have overcome obstacles or hardships to achieve their current level of education or professional position. If you feel there is information not shared elsewhere in your application that the Admissions Committee may find relevant to their review process, you may choose to submit a diversity statement and/or one or more optional addenda.

Brief optional addenda may also be useful to explain discrepancies, grade inconsistencies, gaps in work history, or to provide context for reviewers on any other topic you feel is relevant to their decision. If not already included in your personal statement, you may also wish to share why you are specifically interested in pursuing your goals at Albany Law School.

Evidence of English Proficiency

If English is not the primary language in which your prior education was delivered, applicants are required to provide evidence of English proficiency via a TOEFL® or IELTS score report.

Financial Documentation (not required for U.S. citizens or permanent residents)

A completed "International Student Financial Statement" is required to document your ability to pay the cost of attendance and in order to prepare the I-20 necessary to obtain the F-1 student visa. This financial statement should be submitted upon receipt of an official offer of admission.
Certification

All applicants must electronically certify that the information provided in this application, including supporting documents and attachments, is correct, true, and subject to verification. The applicant understands that any offer of admission and/or financial assistance is contingent upon the accuracy and completeness of this application. The applicant has an ongoing obligation to promptly notify the Albany Law School Admissions Office should there be any change to information included in this application, supporting documents, or attachments, even after acceptance or enrollment.

In addition, your electronic certification acknowledges that you have read and understand the relevant rules pertaining to potential admission to the New York State bar or any jurisdiction that you may pursue, especially Part 520.6 of the Rules of the Court of Appeals for the Admission of Attorneys and Counselors at Law in New York State.

Questions

Contact the Albany Law School Admissions Office at 518-445-2326 or e-mail admissions@albanylaw.edu

Albany Law School does not discriminate on the basis of gender, gender identity, race, creed, color, national origin, ethnicity, religion, disability, sexual orientation, marital status, familial status, pregnancy, domestic violence victim status, military or veteran status, genetic predisposition status, criminal conviction, or age in its programs and activities. Inquiries regarding the nondiscrimination policy may be directed to the Office of Human Resources, Albany Law School, 80 New Scotland Avenue, Albany, N.Y. 12208, 518-445-2311