

# Application Instructions

Instructions: New England Law | Boston

We're thrilled that you are interested in joining our New England Law | Boston community - thank you! If you are planning on applying this year, we urge you to submit your application as early as possible before the [application deadline](#).

To learn more about New England Law, we invite you to [request a viewbook](#) and [schedule a visit](#) to meet our faculty, staff, students, and law school admissions staff. Please [contact our Admissions Office](#) for additional information at [admit@nesl.edu](mailto:admit@nesl.edu) or 617-422-7210.

We will make every effort to notify applicants of missing application documents. However, it is the applicant's responsibility to ensure that the Office of Admissions receives all necessary law school application materials. Once a file is complete, you will be notified.

Completed applications for the fall are reviewed on a rolling basis, beginning in December. Most applicants can expect a decision within four to eight weeks of submission of their completed application. Other than certain upper-class transfer/visiting applicants, all students must begin their legal studies in the fall semester.

## Law School Application Requirements

A complete application file consists of:

- Application form
- CAS report (including transcript)
- LSAT Score (within the past 5 years)
- Personal statement
- Two letters of recommendation
- TOEFL (If English is not your first language or your undergraduate degree was not received from an English-speaking institution.)
- Addendum for the Part-Time JD Program for Parents and Caregivers (if applying, see further instructions below)

## Application Form

Please complete and submit your application by the deadline.

You can apply to more than one division, but be sure to indicate the ones to which you are applying.

We will notify you when your application has been received. If applying online, LSAC will send you confirmation that your application has been submitted.

## Undergraduate Degree

Before matriculating at New England Law | Boston, an applicant must have earned a baccalaureate degree from an accredited US institution or an equivalent degree from a foreign institution. New England Law will only accept transcripts submitted through the [Credential Assembly Service \(CAS\)](#), a service provided by the LSAC. The CAS analyzes each registrant's transcript(s), compiles other relevant information about the applicant, and then sends this data to the law schools chosen by the registrant.

Please note: Applicants who have received undergraduate degrees outside the United States or Canada must adhere to the transcript requirements under the [applicants with foreign undergraduate degrees](#) section.

## LSAT

Each applicant must take the [Law School Admissions Test \(LSAT\)](#) no later than March of the year in which enrollment is sought. Because March LSAT scores will be released after the application deadline, applicants taking the March LSAT should submit their application and all required materials prior to the application deadline.

The applicant must have taken the LSAT within the past five years. If an applicant repeats the LSAT, the application will be reviewed using the highest score. In some cases, the committee may also give weight to all scores the applicant has obtained.

## Personal Statement

**Each applicant must submit a personal statement as part of the admission process. Because the Admissions Committee does not conduct personal interviews, this is the applicant's opportunity to address committee members. The statement should emphasize the applicant's background, suitability for admission, or the reasons for undertaking legal studies. Applicants may write about personal characteristics and circumstances; strengths; work experiences; extracurricular activities; ethnic, economic, and educational background; or any other topic that will help the committee evaluate you.**

## Letters of Recommendation

Each applicant must submit two letters of recommendation, preferably from college professors who can attest to your ability to enter a competitive professional program. If the applicant has been out of school for a considerable period of time, letters from an employer also can be submitted. Applicants may submit more than two letters, although once two letters have been received, the applicant's file will be sent to the Admissions Committee for review.

Faxed or photocopied recommendation letters are not accepted. There are two options for submitting letters of recommendation:

1. New England Law recommends that recommendation letters be submitted through the [LSAC Letter of Recommendation Service](#). Letters submitted through the service are copied and sent to New England Law with a CAS report. (These reports are updated weekly.)
2. New England Law accepts letters sent directly to the school. The envelope must be sealed with the recommender's signature over the seal.

## TOEFL (if required)

If English is not your first language or if your undergraduate degree was not received from an English-speaking institution, you must take the Test of English as a Foreign Language (TOEFL). For more information about the test, call 609-771-7100, or visit [www.ets.org/toefl](http://www.ets.org/toefl).

You must receive a minimum TOEFL score of 100 on the Internet-based test or 250 on the computer-based test. You must then contact the Educational Testing Service to request that your TOEFL score be sent to the LSAC. The LSAC's TOEFL code for the JD CAS is 8395.

## Addendum To Your Application

Law school applicants may include an addendum to discuss items not addressed elsewhere in the application. While not required, it is often helpful to the Admissions Committee for you to provide reasons why your LSAT score(s) or undergraduate grade-point average would or would not be a good predictor of your law school performance. In addition, comparing your SAT and ACT scores with your academic performance in postsecondary school may help the Admissions Committee evaluate whether your LSAT score is a good predictor of law school performance.

## Addendum for the Part-Time JD Program for Parents and Caregivers (formerly Special Part-Time Program)

This one-of-kind law school program allows students with family-care responsibilities to arrange their legal studies to suit their

unique schedules. It's specifically designed for parents or other primary caregivers who would not be able to attend law school otherwise. You can attend law school on an extended schedule, taking up to six years to earn your JD, with a combination of day and evening courses that is tailored to your needs.

In addition to completing the standard application form, applicants must provide a statement explaining their need for entering the Part-Time Program for Parents and Caregivers.

### Accelerated JD Program

If you are highly motivated and eager to earn your law degree at a faster pace, the Accelerated JD Program might be the right fit for you. Students can complete the Accelerated JD Program on a full-time or part-time (evening) schedule, working one-on-one with an academic advisor to pick the electives that fit their goals.

Accelerated students have the same course work as their traditional peers, as well as access to the same experiential learning opportunities, including clinics, externships, study abroad, moot court, faculty research, pro bono work, and more. They maximize their course loads and take advantage of credit-bearing opportunities over the summer to graduate one semester earlier.

You may apply to New England Law's traditional law degree program as well as the Accelerated JD Program. Applying for additional academic programs is encouraged, because the Accelerated JD Program is highly selective and admission is not guaranteed. You can select any academic program you wish to be considered for during the application process.

### Full-Time Accelerated JD Program

The Full-Time Accelerated JD Program lasts two and a half years (including two summers). Students have the same first and second year schedule as traditional students, earning 31 credits in the first academic year, 30 in the second, and 15 in the final semester. They would also take up to 10 credits in the summer, including possible study abroad credits.

### Part-Time Accelerated JD Program

The Part-Time Accelerated JD Program lasts three and a half years (including two summers). It is designed for students who wish to hold a full- or part-time job in addition to their law school studies. Most part-time classes are held in the evenings on Mondays, Wednesdays, and Thursdays (and sometimes Tuesdays) between 6:00 p.m. and 10:00 p.m.

### Qualifications for Admissions to the Bar

New England Law | Boston graduates are eligible to take the bar examination in any jurisdiction in the United States. In addition to a bar examination, there are character, fitness, and other qualifications for admission to the bar in every US jurisdiction. 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. Some jurisdictions require students to register with the state Board of Bar Examiners before or soon after they begin law school.

Different states test different subjects on their bar examinations. Each student should become familiar with the subjects that will be covered to best prepare for the respective examination.

### J.D. International Students

#### Applicants with Foreign Undergraduate Degrees

If you are a graduate of an undergraduate program outside the United States, you may apply to enter New England Law | Boston's three-year, full-time or four-year, part-time JD program. Successful completion of either program will allow you to sit for any bar examination in the United States.

#### Credential Assembly Service (CAS) for International Students

New England Law requires that foreign transcripts be submitted through the Law School Admission Council (LSAC) JD

Credential Assembly Service. If you completed any postsecondary work outside the United States (including its territories) or Canada, you must use this service to submit foreign transcripts.

The one exception is completion of the foreign work through a study abroad, consortium, or exchange program sponsored by a US or Canadian institution. If so, this must be clearly indicated on the home campus transcript.

This service is included in LSAC's Credential Assembly Service (CAS) subscription fee. In addition, a Foreign Credential Evaluation will be completed by the American Association of Collegiate Registrars and Admissions Officers and incorporated into the CAS report.

## Requirements for Students with Foreign Undergraduate Degrees

All students must take the LSAT as part of the application process. If English is not your first language or your undergraduate degree was not received from an English-speaking institution, you must additionally take the Test of English as a Foreign Language (TOEFL). For more information, please call 609-771-7100, or visit [www.toefl.org](http://www.toefl.org).

A minimum TOEFL score of 100 on the Internet-based test or 250 on the computer-based test is required. Please ask the Educational Testing Service to send your TOEFL score to the LSAC. The LSAC's TOEFL code for the JD Credential Assembly Service is 8395. Your score will then be included in the Foreign Credential Evaluation, which will be included in the CAS report.

To use the JD Credential Assembly Service, log in to the LSAC online and follow the instructions to register. Be sure to print out a Transcript Request Form for each institution, and send it promptly to each one. More time is usually required to receive foreign transcripts.

For questions about the JD Credential Assembly Service, contact the LSAC at 215-968-1011 or [LSACINFO@LSAC.org](mailto:LSACINFO@LSAC.org).

Advanced placement is available only with permission from the Office of the Dean.

## Nonimmigrant Students

We welcome international students to pursue their interest in law at New England Law | Boston. If you are a nonimmigrant student, additional paperwork and documentation may be necessary.

Please note that satisfying any visa or entry requirements of the U.S. government is your responsibility. You also may be required to register with the federal government. Entry requirements and visa information are available from the [US Immigration and Customs Enforcement](http://www.dhs.gov).

## Program

Application for: (check all that apply)

- Day Full-Time  
 Evening Part-Time  
 Day Part-Time  
 PT Program for Parents and Caregivers

Are you applying for the Accelerated JD? (Available for Day Full-time or Evening Part-time only)

- Yes  
 No

## Biographical

Prefix \_\_\_\_\_

First name \_\_\_\_\_

Middle name \_\_\_\_\_

Last name \_\_\_\_\_

Suffix \_\_\_\_\_

Previous (other) name \_\_\_\_\_

Preferred first name \_\_\_\_\_

Date of birth \_\_\_\_\_

Place of birth: City \_\_\_\_\_

Place of birth: Country \_\_\_\_\_

Place of birth: State/Province \_\_\_\_\_

Gender \_\_\_\_\_

Social security number \_\_\_\_\_

LSAC account number \_\_\_\_\_

## Demographics

### **Citizenship**

Citizenship

- Non-Resident Alien  
 US Citizen  
 US Permanent Resident

Country of citizenship \_\_\_\_\_

Visa type \_\_\_\_\_

Visa/SEVIS number \_\_\_\_\_

Permanent resident number \_\_\_\_\_

Permanent city \_\_\_\_\_

Permanent state/province \_\_\_\_\_

Permanent country \_\_\_\_\_

## Demographics continued

Native language \_\_\_\_\_

### **Ethnicity**

Are you Hispanic or Latino?

Yes

No

If you selected 'Yes' to the above question, select an ethnicity.

Hispanic/Latino

What is your race? Select one or more races to indicate what you consider yourself to be.

### **Aboriginal or Torres Strait Islander Australian**

Aboriginal/Torres Strait Isl. Australian

### **American Indian or Alaska Native**

American Indian/Alaskan Native

### **Asian**

Asian

### **Black or African American**

Black/African American

### **Canadian Aboriginal/Indigenous**

Canadian Aboriginal/Indigenous

### **Caucasian/White**

Caucasian/White

### **Native Hawaiian or Other Pacific Islander**

Native Hawaiian/Other Pacific Islander

### **Puerto Rican**

Puerto Rican

### **Consent**

Decline to respond

### **Tribal Affiliation**

Tribal affiliation or village name \_\_\_\_\_

## Demographics continued

Enrollment number (enrolled members only) \_\_\_\_\_

## Contact Information

### Current Address

Country \_\_\_\_\_

Street address--line 1 \_\_\_\_\_

Street address--line 2 \_\_\_\_\_

Street address--line 3 \_\_\_\_\_

City \_\_\_\_\_

State/province \_\_\_\_\_

Zip/postal code \_\_\_\_\_

Current mailing address good until date \_\_\_\_\_

Day phone \_\_\_\_\_

Evening phone \_\_\_\_\_

### Permanent Address

Country \_\_\_\_\_

Street address--line 1 \_\_\_\_\_

Street address--line 2 \_\_\_\_\_

Street address--line 3 \_\_\_\_\_

City \_\_\_\_\_

State/province \_\_\_\_\_

Zip/postal code \_\_\_\_\_

Permanent mailing address good until date \_\_\_\_\_

Day phone \_\_\_\_\_

Evening phone \_\_\_\_\_

### Other Contact Information

Primary e-mail address \_\_\_\_\_

Secondary e-mail address \_\_\_\_\_

Permanent e-mail address \_\_\_\_\_

Mobile phone \_\_\_\_\_

New England Law | Boston can send text messages to my mobile phone.

\_\_\_\_ Yes

\_\_\_\_ No

## Character and Fitness

### Qualifications for Admission to the Bar

In addition to a bar examination, there are character, fitness, and other qualifications for admission to the bar in every U.S. jurisdiction. 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. Bar examiners may require information similar to that requested in the last two questions in this section and considerable additional information as part of their character review as a prerequisite to taking the bar examination. The fullest possible disclosure to the bar is recommended. Admission to or graduation from law school does not guarantee a registrant that he/she will be eligible to sit for a bar examination and/or be admitted to the practice of law.

Have you ever been placed on warning, probation, suspended, or dismissed from any educational institution, including law school, either for academic or disciplinary reasons? If yes, submit an explanation as an attachment.

Yes

No

Have you ever been a) convicted of a felony for which the conviction has not been vacated or expunged or b) convicted of a misdemeanor for which you were sentenced to imprisonment and for which the conviction has not been vacated or expunged or c) convicted of a misdemeanor within the past five years, for which the conviction has not been vacated or expunged, excluding however a first conviction for drunkenness, simple assault, speeding, minor traffic violations, affray, or disturbance of the peace? Note: Some states' bars require disclosure of much fuller information relating to criminal proceedings, including information that was subsequently expunged or sealed. If yes, submit an attachment describing the nature of the conviction, the circumstances involved, the sentence imposed, and the court in which the case was heard.

Yes

No

Have you ever been a party on either side in a civil action or proceeding involving a claim of fraud, conversion, breach of fiduciary duty, professional malpractice or other wrongful conduct? If yes, submit an explanation as as an attachment.

Yes

No

## Education

List ALL educational institutions attended.

Institution type  High School  Undergraduate  Graduate  Law  Other Post Graduate

Institution name \_\_\_\_\_

Major \_\_\_\_\_

Country \_\_\_\_\_ Start date \_\_\_\_\_

State/Province \_\_\_\_\_ End date \_\_\_\_\_

City \_\_\_\_\_ Degree \_\_\_\_\_

GPA \_\_\_\_\_ Date degree granted \_\_\_\_\_

Rank \_\_\_\_\_

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## Education continued

Institution type  High School  Undergraduate  Graduate  Law  Other Post Graduate

Institution name \_\_\_\_\_

Major \_\_\_\_\_

Country \_\_\_\_\_ Start date \_\_\_\_\_

State/Province \_\_\_\_\_ End date \_\_\_\_\_

City \_\_\_\_\_ Degree \_\_\_\_\_

GPA \_\_\_\_\_ Date degree granted \_\_\_\_\_

Rank \_\_\_\_\_

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Institution type  High School  Undergraduate  Graduate  Law  Other Post Graduate

Institution name \_\_\_\_\_

Major \_\_\_\_\_

Country \_\_\_\_\_ Start date \_\_\_\_\_

State/Province \_\_\_\_\_ End date \_\_\_\_\_

City \_\_\_\_\_ Degree \_\_\_\_\_

GPA \_\_\_\_\_ Date degree granted \_\_\_\_\_

Rank \_\_\_\_\_

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Institution type  High School  Undergraduate  Graduate  Law  Other Post Graduate

Institution name \_\_\_\_\_

Major \_\_\_\_\_

Country \_\_\_\_\_ Start date \_\_\_\_\_

State/Province \_\_\_\_\_ End date \_\_\_\_\_

City \_\_\_\_\_ Degree \_\_\_\_\_

GPA \_\_\_\_\_ Date degree granted \_\_\_\_\_

Rank \_\_\_\_\_

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Have you ever attended any law school?

Yes

No

## Education continued

Did you leave the law school under less than good standing?

Yes

No

If you did not leave the law school in good standing, explain the circumstances.

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Has your education in college, university, or professional school been interrupted for one term or more for any reason?

Yes

No

If your education was interrupted, explain the circumstances.

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List the academic honors, awards, or other recognitions you have received and explain the reason(s) upon which awards were made.

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## Standardized Testing

### LSAT

Test Date

Test Score

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## Standardized Testing continued

### TOEFL

Test Date

Test Score

_____	_____
_____	_____
_____	_____

## SAT or ACT

SAT or ACT score(s) (optional):

\_\_\_\_\_

## Employment

List all employment including internships.

Employment type  Full-time  Part-time  Internship  Unpaid Internship

Employer \_\_\_\_\_

Position \_\_\_\_\_ Country \_\_\_\_\_

Hours per week \_\_\_\_\_ State/Province \_\_\_\_\_

Start date \_\_\_\_\_ City \_\_\_\_\_

End date \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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Employment type  Full-time  Part-time  Internship  Unpaid Internship

Employer \_\_\_\_\_

Position \_\_\_\_\_ Country \_\_\_\_\_

Hours per week \_\_\_\_\_ State/Province \_\_\_\_\_

Start date \_\_\_\_\_ City \_\_\_\_\_

End date \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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## Employment continued

Employment type  Full-time  Part-time  Internship  Unpaid Internship

Employer \_\_\_\_\_

Position \_\_\_\_\_ Country \_\_\_\_\_

Hours per week \_\_\_\_\_ State/Province \_\_\_\_\_

Start date \_\_\_\_\_ City \_\_\_\_\_

End date \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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Employment type  Full-time  Part-time  Internship  Unpaid Internship

Employer \_\_\_\_\_

Position \_\_\_\_\_ Country \_\_\_\_\_

Hours per week \_\_\_\_\_ State/Province \_\_\_\_\_

Start date \_\_\_\_\_ City \_\_\_\_\_

End date \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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Total number of months full-time work experience.

\_\_\_\_\_

List your extracurricular, community, or other activities in the order of their importance to you. Give a brief description of your involvement, including any special responsibilities or leadership positions held.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Military

Have you served or are you now serving on full-time, active US military duty?

Yes

No

## Military continued

Date of entrance (month/year) \_\_\_\_\_

Date of discharge (month/year) \_\_\_\_\_

Rank \_\_\_\_\_

Expected military reserve or National Guard status during law school

\_\_\_\_\_

Branch \_\_\_\_\_

Discharge type \_\_\_\_\_

Have you ever been separated from any branch of the US armed forces under less than honorable conditions?

\_\_\_\_ Yes

\_\_\_\_ No

If you have been separated from any branch of the US armed forces under less than honorable conditions, explain the circumstances.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Family

### Next of Kin/Emergency Contact

Salutation \_\_\_\_\_

First (given) name \_\_\_\_\_

Middle name/initial \_\_\_\_\_

Last (family) name \_\_\_\_\_

Relationship to applicant \_\_\_\_\_

Telephone (include area code) \_\_\_\_\_

Country \_\_\_\_\_

Street address--line 1 \_\_\_\_\_

Street address--line 2 \_\_\_\_\_

Street address--line 3 \_\_\_\_\_

City \_\_\_\_\_

State/province \_\_\_\_\_

Zip/postal code \_\_\_\_\_

## Family continued

If you have any close relatives who have been students at this university, please provide the following information.

Relative 1

Law school  University

First (given) name \_\_\_\_\_

Middle name/initial \_\_\_\_\_

Last (family) name \_\_\_\_\_

Relationship to applicant \_\_\_\_\_

School attended \_\_\_\_\_

Start date (month/year) \_\_\_\_\_

End date (month/year) \_\_\_\_\_

Degree awarded \_\_\_\_\_

### **Parent/Guardian - 1**

Choose not to answer

Deceased

First (given) name \_\_\_\_\_

Middle name/initial \_\_\_\_\_

Last (family) name \_\_\_\_\_

Occupation \_\_\_\_\_

Highest level of education \_\_\_\_\_

E-mail address \_\_\_\_\_

Relative 2

Law school  University

First (given) name \_\_\_\_\_

Middle name/initial \_\_\_\_\_

Last (family) name \_\_\_\_\_

Relationship to applicant \_\_\_\_\_

School attended \_\_\_\_\_

Start date (month/year) \_\_\_\_\_

End date (month/year) \_\_\_\_\_

Degree awarded \_\_\_\_\_

Country \_\_\_\_\_

Street address--line 1 \_\_\_\_\_

Street address--line 2 \_\_\_\_\_

Street address--line 3 \_\_\_\_\_

City \_\_\_\_\_

State/province \_\_\_\_\_

Zip/postal code \_\_\_\_\_

## Family continued

### Parent/Guardian - 2

\_\_\_ Choose not to answer

\_\_\_ Deceased

First (given) name \_\_\_\_\_

Middle name/initial \_\_\_\_\_

Last (family) name \_\_\_\_\_

Occupation \_\_\_\_\_

Highest level of education \_\_\_\_\_

E-mail address \_\_\_\_\_

Country \_\_\_\_\_

Street address--line 1 \_\_\_\_\_

Street address--line 2 \_\_\_\_\_

Street address--line 3 \_\_\_\_\_

City \_\_\_\_\_

State/province \_\_\_\_\_

Zip/postal code \_\_\_\_\_

## Referral

Were you referred to New England Law | Boston by a current student? If so, please provide their name.

\_\_\_\_\_

## Areas of Interest

Please select your primary area of interest in law. If more than 3, select 'Multiple Areas.' You may also select 'Undecided.'

\_\_\_\_\_

Please choose a second area of interest, if any.

\_\_\_\_\_

Please choose a third area of interest, if any.

\_\_\_\_\_

## Law School Interest

What prompted you to apply to this law school?

### Internet

- ABA
- Law School
- LSAC
- Other

### Faculty/Alumni/Professional

- Admissions recruiter
- Alumni
- Faculty/acquaintance
- Law school faculty member
- Legal professional
- Prelaw advisor
- Relative
- University/college faculty member

### Publications

- Law school publication
- LSAC Official Guide to ABA Law Schools
- Other advertisement
- Princeton Review
- US News & World Report

### Recruiting Events

- Campus event
- Current student
- International forum
- Law school direct mail/e-mail
- Law school fair
- LSAC Forum

If you attended any events mentioned in the Recruiting Events section, please list them below:

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Have you previously applied to this law school?

- Yes
- No

If you applied previously, what year was the application for? \_\_\_\_\_

Were you offered admission?

- Yes
- No

Are you applying, or have you applied, to other law schools? If so, please list them.

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## Signature

I certify that the information provided herein is complete and accurate. I agree to update the answers to questions asked in this application form until the first day of classes, such that the answers remain fully complete and accurate. If I am granted admission and enroll, I agree to comply with all the rules and regulations of New England Law | Boston.

\_\_\_\_ I acknowledge the above statement.

SIGNATURE OF APPLICANT:

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DATE:

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It is the policy of New England Law | Boston to provide equality of opportunity in legal education for all applicants for admission, enrolled students, and graduates, without discrimination on the basis of race, color, religion, national or ethnic origin, sex, gender (including identity and expression), age, handicap or disability, or sexual orientation. The law school complies with all applicable federal, state, and local nondiscrimination laws, including Title IX. Please contact the Director of Student Services at 154 Stuart Street, Boston, MA 02116 (617-422-7401) with any inquiries regarding the nondiscrimination policy.