

APPLICATION INSTRUCTIONS

Filing of Application

All applicants for admission into the first-year class must have received a bachelor's degree from an approved college or university prior to registration.

Complete the Application for Admission. Please make sure that all questions have been answered completely, since failure to do so will result in the application being returned to you and will delay consideration by the Admissions Committee.

The admission application and any scholarship application may be mailed to:

Admissions Office
Pepperdine University School of Law
24255 Pacific Coast Highway
Malibu, CA 90263

The application must be accompanied by a \$50 nonrefundable application fee in the form of a check or money order made payable to Pepperdine University. Applications received after the February 1 deadline will be at a considerable disadvantage due to the limited number of spaces in the entering class.

Law School Data Assembly Service

All applicants must register with the Law School Data Assembly Service (LSDAS). You may register for LSDAS from the Law School Admission Council (LSAC) website via www.LSAC.org or by mailing the Registration Form from the current *LSAT & LSDAS Registration Packet*. Once you have registered, you must send an official transcript from each educational institution you have attended. Transcripts should be sent to LSAC at:

Law School Admission Council
662 Penn Street
Box 2000-M
Newtown, PA 18940-0993

All transcript updates should be submitted to the LSAC and not to Pepperdine University School of Law.

Foreign-educated applicants must use the JD Credential Assembly Service. This service is an extension of the LSDAS. All foreign transcripts should be sent to the LSAC mailing address listed above.

Pepperdine will request an applicant's LSDAS report from the LSAC upon receipt of his or her Application for Admission. If the name and/or Social Security number under which you are registered with Law Services is different from the name on your Pepperdine School of Law Application for Admission, be sure to indicate this and explain the discrepancy.

Law School Admission Test

The applicant must take the Law School Admission Test (LSAT) and request that the score be reported to the School of Law. Applicants are urged to take the test as early as possible and no later than February of the year in which admission is sought. LSAT scores are valid for five years.

Law School Admission Test

Applications for this examination and information regarding testing centers are available on the Internet at www.LSAC.org, or by phoning LSAC at 215.968.1001.

Tests are given four times a year: February, June, September/October, and December.

Letters of Recommendation

Two letters of recommendation are required. Recommendations should be furnished by those individuals who can best assess your ability to succeed in law school. When possible, at least one of the recommendations should be provided by a faculty member with whom you pursued your undergraduate studies. Relatives should not be asked to submit recommendations.

Pepperdine University School of Law requires that all letters of recommendation be submitted through the LSAC letter of recommendation service. This service is included with your LSDAS registration subscription. Your letters will be copied and sent to us along with your LSDAS report when the letter of recommendation service has received both letters. To use this service, follow the directions for submitting letters outlined in the *LSAT & LSDAS Information Book* or on the LSAC's website at www.LSAC.org.

Applicants from Previous Year

Applicants may reactivate their admission file from the previous admission year only. A \$50 reactivation fee is required along with the Reactivation form. Download the form at law.pepperdine.edu/admissions/applications.

Admission with Advanced Standing

Admission with advanced standing may be considered only for individuals who have satisfactorily completed the first year of their studies at a law school that is approved by the American Bar Association.

Transfer students must submit an official law school transcript along with a letter from the dean of each law school previously attended indicating the student is eligible to continue at such school and stating class rank. We will request an LSDAS report directly from the LSAC.

The Admissions Office should receive the application and all supporting documents no later than July 15.

Financial Aid

The financial aid application is available online at law.pepperdine.edu/admissions/applications.

Note: Financial Aid applications received after the April 1 deadline will not be considered for need-based grants.

(Continued on the following page.)

APPLICATION INSTRUCTIONS *(Continued)*

Scholarship Applications

If you wish to be considered for the Faculty Scholars Award or a Diversity Scholarship, you must complete the appropriate application and submit it with your Application for Admission.

Accepting an Offer of Admission

ACCEPTANCE DEPOSITS:

The applicant is required to make two deposits to the School of Law. Unless the deposit is received on or before the date stated in the offer of admission, the acceptance will be canceled so that the place may be offered to another applicant. The first deposit of \$250 is required by April 15. Applicants admitted after April 15 will have a later deadline to submit their first deposit.

If written notice of a decision not to enroll is received by the School on or before June 30 preceding the anticipated date of enrollment, \$125 of the acceptance deposit will be refunded to the applicant. Otherwise, the deposit is not refundable. The second deposit of \$250 is required by July 1. The second deposit is not refundable. For those applicants who matriculate, the acceptance deposits will be applied toward the first semester's tuition.

OFFICIAL TRANSCRIPTS:

Each applicant who is admitted must request that a final transcript showing the award of a bachelor's degree and any graduate work be sent directly to the School of Law. This requirement is in addition to, not instead of, the normal processing of transcripts through LSDAS.

APPLICATION CHECKLIST

First-year Applicants

- Completed, signed, and dated application
- Resume
- Response to the School of Law Mission Statement
- Personal Statement
- \$50 application fee – Check or money order payable to Pepperdine University School of Law
- Registration with LSDAS (Request official transcript(s) and letters of recommendation to be sent directly to LSDAS)
- Two letters of recommendation

Visiting Students

- Completed Visiting Student Application – download from law.pepperdine.edu/admissions/applications
- Letter of permission and good standing from the dean of current law school
- Statement of reason for request to attend
- Response to the School of Law Mission Statement
- Letter of recommendation from law professor
- \$15 application fee

Transfer Students

- Completed, signed, and dated application
- Resume
- Response to the School of Law Mission Statement
- Personal Statement
- \$50 application fee – Check or money order payable to Pepperdine University School of Law
- Official law school transcript(s)
- LSDAS report, which we will then request directly from the LSAC

Previous Applicants

Individuals who submitted an application for the **previous year only**, may reactivate their file.

- \$50 reactivation fee
- Reactivation form – Download from law.pepperdine.edu/admissions/applications

Priority Deadlines

- January 12, 2009 Deadline to submit Faculty Scholars Application (which must include completed Application for Admission)
- February 1, 2009 Priority deadline for filing Free Application for Federal Student Aid (FAFSA)
- February 1, 2009 Deadline to submit Application for Admission and Diversity Scholarship Application
- April 1, 2009 Deadline to submit Financial Aid Application – All supporting documents must be processed and received
- July 15, 2009 Deadline to submit Transfer Application and all supporting documents