

## Application Instructions

### Visiting Student Application and Admissions Information

Gonzaga School of Law may admit visiting student who are currently enrolled in a law school, and plan to transfer credits back to their home law school for graduation. Most visiting students are enrolled in ABA-accredited law schools. It is your responsibility to confirm that credits received at Gonzaga will transfer back to your home school, and will be applied to your law degree.

The Associate Dean for Academic Affairs and Program Innovation will review your application once all of the following documents have been received:

- A cover letter stating the reason(s) you would like to visit Gonzaga School of Law addressed to the Associate Dean for Academic Affairs and Program Innovation at Gonzaga Law
- A completed application
- A letter of good standing from the Dean or Associate Dean (preferably an academic Dean) of your home law school giving you permission to visit Gonzaga. This letter should include: the semester(s) you are allowed to attend, the number of credits you can take while at Gonzaga, and the grade you must receive in order for the credits to transfer back.
- A complete transcript of law courses from your home law school.

## Additional Information

### FAFSA

To apply for financial aid, visit <http://www.fafsa.ed.gov/> and complete the US Department of Education Free Application for Federal Student Aid (FAFSA). We strongly recommend filing a FAFSA as soon after January 1 as possible, and preferably no later than February 1.

### International Applicants

The School of Law requires that your foreign transcripts be submitted through the LSAC Credential Assembly Service. If you completed any postsecondary work outside the US (including its territories) or Canada, you must use this service for the evaluation and authentication of your foreign transcripts. The one exception to this requirement is if you completed the foreign work through a study abroad, consortium, or exchange program sponsored by a US or Canadian institution, and the work is clearly indicated as such on the home campus transcript. This service is included in the Credential Assembly Service registration fee. An International Credential Evaluation will be completed by the American Association of Collegiate Registrars and Admissions Officers (AACRAO), which will be incorporated into your law school report. You will need to submit a TOEFL score, with minimum score of 600, for your application to be complete. You must contact the Educational Testing Service (ETS) and request that your TOEFL score be sent to LSAC. LSAC's TOEFL code for the Credential Assembly Service is 8395. Your score will be included in the International Credential Evaluation document that will be included in your law school report.

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

Questions about the Credential Assembly Service can be directed to LSAC at 215.968.1001 or [LSACinfo@LSAC.org](mailto:LSACinfo@LSAC.org).

### Address or Name Updates

You are responsible for informing the School of Law of address, phone number, name, or e-mail updates or changes. The Admissions Office is not accountable for missing deadlines or incomplete files that result in delayed consideration or loss of a seat deposit due to incorrect or old addresses.

## Accreditation

Gonzaga University School of Law is accredited by the American Bar Association and is a member of the Association of American Law Schools.

## Equal Opportunity Policy

Gonzaga is an Equal Opportunity, Affirmative Action University. The university does not discriminate against any person on the basis of race, religion, sex, national origin, age, marital or veteran status, sexual orientation, a physical or mental impairment that limits a major life activity, or any other nonmerit factor in employment, educational programs, or activities that it operates. All university policies, practices, and procedures are consistent with Gonzaga's Catholic, Jesuit identity and mission statement and comply with federal and state regulations, including Sections 503 and 504 of the Rehabilitation Act of 1973.

## Visiting Gonzaga

We encourage prospective students to visit Gonzaga. A campus visit offers an invaluable firsthand experience and an opportunity to know the school as our students know it. We'll happily arrange a visit tailored to your interests including: meetings with professors and students, time in classes, or conferences with admissions or financial services staff. We want you to make an informed decision; the best way to do so is to meet the people who would become your peers, your mentors, and your friends. To schedule a School of Law visit, contact us at: 800.793.1710, 509.313.5532, or e-mail us at [visitgulaw@lawschool.gonzaga.edu](mailto:visitgulaw@lawschool.gonzaga.edu).

## Additional Questions

If you have any additional questions regarding the application, visit [www.gonzaga.edu/school-of-law/admission/visit](http://www.gonzaga.edu/school-of-law/admission/visit) or contact the Admissions Office at:

PO Box 3528  
Spokane, WA 99220-3528  
800.793.1710  
509.313.5532

[www.gonzaga.edu/school-of-law/admission/visit](http://www.gonzaga.edu/school-of-law/admission/visit)  
[admissions@lawschool.gonzaga.edu](mailto:admissions@lawschool.gonzaga.edu)

I have read and agree to the application instructions.

## **Biographical**

Prefix

Miss

Ms.

Mrs.

Mr.

Dr.

First (given) name

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Middle name/initial

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Last (family) name

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Suffix

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Previous (other) name

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Preferred first name

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Date of birth

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Sex assigned at birth

Male

Female

Account Number

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SSN/SIN (do not include dashes)

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## **Biographical continued**

Citizenship

Non-US Citizen

US Citizen

US Permanent Resident

Country of Citizenship

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### **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

## Demographics continued

### Consent

\_\_\_\_\_ Decline to respond

## Contact Information

### Current Address

Street address - Line 1

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Street address - Line 2

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Street address - Line 3

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City

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State/province

Country

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Zip/postal code

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Current mailing address good until

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### Permanent Address

Street address - Line 1

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Street address - Line 2

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## **Contact Information continued**

Street address - Line 3

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City

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State/province

Country

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Zip/postal code

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Permanent mailing address good until

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### **Other Contact Information**

Primary e-mail address

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Secondary e-mail address

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Permanent e-mail address

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Day phone number

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Mobile phone number

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Can Gonzaga University School of Law send text messages to your mobile phone related to your application for admission?

Yes

No

## Additional Materials

As a visiting applicant, your application will not be considered complete until we receive the following.

Has your current law school sent a letter of good standing (or 505 letter if unavailable) directly to Gonzaga Law?

\_\_\_ Yes

\_\_\_ No

Have you requested that your official law school transcripts including grades for all terms of attendance be sent to Gonzaga Law?

\_\_\_ 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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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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## Military

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

Yes

No

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

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

Rank \_\_\_\_\_

Expected military reserve or National Guard status during law school

\_\_\_\_\_



## Military continued

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.

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## Character and Fitness

If you answer "yes" to any of the below questions, you are required to provide a complete explanation. Failure to disclose information may result in the revocation of your acceptance. Your obligation to disclose does not end upon admission and continues throughout your law school career.

In addition to a bar examination, there are character, fitness, and other qualifications for admission to the bar in every U.S. jurisdiction. Most jurisdictions at a minimum will ask the following questions and will conduct a background check. Your disclosure on this application must match what you disclose on your bar application. Failure to disclose may result in denial of your admission to law school and admission to the bar. Applicants are encouraged to determine the requirements for any jurisdiction in which they intend to seek admission by contacting the jurisdiction.

Have you ever been sanctioned, suspended, warned, placed on academic or disciplinary probation, been the subject of a disciplinary investigation, advised to withdraw or resign from any post-secondary school, college, university, professional school, or law school? This question includes but is not limited to, any proceedings, warnings, or discipline related to residential life/campus housing.

\_\_\_\_ Yes

\_\_\_\_ No









## Certification

By signing this application or transmitting it electronically, I certify that, to the best of my knowledge and belief, I have given complete and accurate responses to all questions, I understand that failure to respond completely and accurately or to provide all information requested may be grounds for denying me admission to the School of Law. Moreover, I understand that if it is disclosed after admission that this application was not complete and accurate, this can be grounds for my dismissal from the School of Law. I agree to notify the Associate Dean for Academic Affairs and Program Innovation of any changes occurring subsequent to the application's submission and, if accepted, through the date of my law school matriculation, if the change would cause my application to be incomplete or inaccurate.

I agree that after making such notification, I will amend my application to make it complete and accurate if directed to do so by the Associate Dean for Academic Affairs and Program Innovation. I agree to notify the Associate Dean for Academic Affairs and Program Innovation of any conduct or incident that occurs subsequent to my matriculation that would have been a required disclosure on the application had it occurred prior to matriculation. I agree that after making such notification, I will add a statement to my student file describing such conduct or incident if directed to do so by the Associate Dean for Academic Affairs and Program Innovation.

I understand that information contained in the application may be considered by bar examination authorities during their investigation of character and fitness for the practice of law. I agree that, if admitted to the School of Law, I will abide by the rules and procedures of the School of Law, and acknowledge the fact that the statements and provisions in the catalog are not a contract between an applicant for admission to the School of Law or a law student and Gonzaga University. Gonzaga University and the School of Law, in their sole discretion, reserve the right to change at any time any provisions, academic programs, schedules, rules, regulations, tuition, or fees.

I understand that if an offer of admission is extended, that it will be conditional upon meeting the requirements stated by the School of Law, including the receipt of a baccalaureate degree and any further conditions expressed at the time of acceptance.

Admission to law school does not guarantee admission to a state bar. It is the responsibility of each applicant to consult the rules and regulations of the Committee of Bar Examiners of the state in which they intend to practice to determine whether there is anything that might affect their eligibility to the Bar, and whether they are required to register with the Bar of that state when they commence the study of law.

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. Sign and date below.

Signature

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Today's Date

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