

Law School Application Checklist

LSAT

- Cost: \$175
- Sign up: www.lsac.org
- Timeline: Junior Year

The LSAT is offered every February, June, October, and December. To get your application in by November of your senior year, plan to take the LSAT in June following your junior year. Study at least 4–6 months, 10–15 hours a week beforehand. We strongly recommend that you take an LSAT prep course. Brochures for these courses are available in our office.

CAS (Credential Assembly Service)

- Cost: \$170 (Credential Assembly Report) + \$30 per school
- Sign up: www.lsac.org
- Timeline: Summer after Junior Year

You must sign up for CAS in order for law schools to receive your grades. After registering, contact all collegiate-level schools you have attended (even if it was a 1-credit institute class) and request that official copies of your transcript be sent to CAS on a Transcript Request form (printed from www.lsac.org). To request your transcript from BYU, take the request form to ASB-150 or contact the registrar's office. When law schools begin to receive your application materials, they will request a copy of your master report from CAS. Do not forget to send CAS updated transcripts with any new grades. Additionally, start working on the "Common Information Form" now available in your CAS account.

Letters of Recommendation/Evaluations

- Who: Usually 2 academic and 1 non-academic
- Sign up: www.lsac.org
- Timeline: Summer after Junior Year

You may send as many letters or evaluations to LSAC as you like, but letters and evaluations will be sent to law schools based on each school's requirements or preferences. To have a letter of recommendation submitted you have two options: 1) print a Letter of Recommendation Request Form from www.lsac.org. Provide this form and a stamped LSAC-addressed envelope to each of your letter writers, or 2) provide your letter writer's contact information to LSAC. LSAC will then contact your letter writer with instructions regarding how to electronically submit a letter of recommendation.

To have an evaluation submitted, provide your evaluator's contact information to LSAC. LSAC will then request the evaluation from the evaluator over email. Once these letters or evaluations are received by LSAC, you are responsible for assigning them on your behalf to the appropriate law schools. Copies of these letters or evaluations will be sent to each school you've directed.

Résumé

- Length: 1 page (recommended)
- Timeline: Start at least 2–3 months before submission

Many law schools request that you submit a résumé by attaching it to each of your electronic CAS applications. We strongly recommend that you have the Preprofessional Editor review your résumé. You can come in or email it to prelaw@byu.edu.

Personal Statement

- Length: 2–3 pages double-spaced (recommended, but depends on the school)
- Timeline: Start at least 3 months before submission

Many law schools request that you also submit a personal statement by attaching it to each of your electronic CAS applications. Personal statements are your opportunity to allow the admissions committee to get to know you. We strongly recommend that you have the Preprofessional Editor review your personal statement; you can come in or email it to ppaeditor@byu.edu.

Individual School Applications

- Cost: \$30–100
- Sign up: www.lsac.org
- Timeline: Fall of Senior Year

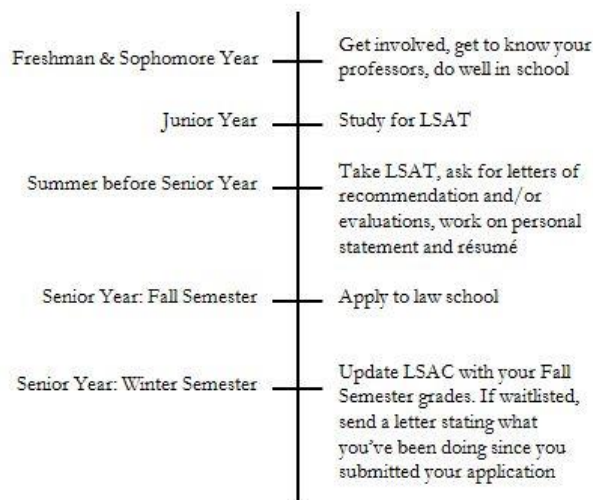
Each law school application has a separate fee. Law schools will not review your application until this fee is received. Most schools accept fees paid online, but a small minority only accepts a mailed check. Some schools request Dean's Certification Forms. For BYU undergraduates, take the form to Dean Vern Hepar, Dean of Students (3500 WSC, 422-4771). Some schools request a Certification Letter in which you formally sign your name stating that the information you are submitting is correct. Both of these letters are mailed directly to the schools requesting them—not to LSAC.

Optional Addendums

- Length: Less than 1 page (recommended)
- Timeline: At least 3 months before submission

Addendums should be attached to applications where there is some type of discrepancy that will leave the admissions committee wondering if you do not explain it. Addendums are the exception, not the rule, and should be considered explanations—not excuses. We strongly recommend that you discuss any addendums with the prelaw advisor. Addendums are submitted by attaching them to your electronic CAS applications.

Timeline



- ❖ Because law schools do “rolling admissions,” you’ll want to get your application in *as soon as possible*. You have a much better chance of getting into the school of your choice if you submit your application early rather than waiting until the deadline.