

Law School Admission Test

All applicants must write the Law School Admission Test (LSAT). It is not necessary that application be made to the Faculty prior to registration for the Law School Admission Test.

Reminder: LSAT scores written more than six years prior to the academic year of application will not be considered.

The Law School Admission Test is administered several times each year at convenient locations in Canada and the United States. For detailed information, applicants are referred to the LSAT Registration and Information Book which is available to all applicants. Applicants may also obtain information about the LSAT by contacting:

Law School Admission Council
Box 2000 661 Penn Street
Newtown, Pennsylvania 18940-0998
Website: www.LSAC.org

Admission to the Practice of Law

A Bachelor of Laws degree does not in itself entitle one to practise. Applicants who propose to enter the practice of law in any province or territory of Canada must consult directly with the Law Society of such province or territory to determine its requirements for admission. Every Law Society requires some period of apprenticeship (articles) as a condition of being admitted to practice. Some jurisdictions may require that, in addition to the LL.B., a student have an undergraduate university degree before being admitted to the period of articles; other provinces or territories may require that, in addition to the LL.B. degree, a student successfully complete a minimum of two years university work after senior matriculation or its equivalent.

In Ontario, the Law Society of Upper Canada, in the report of the special committee of law schools, stated that:

The minimum requirements for admission to a law course should be: a) successful completion of two years in an

approved university after senior matriculation; or b) successful completion of a three-year approved course in an approved university after junior matriculation.

In 1972, the Special Committee on Legal Education to the Law Society of Upper Canada report recommended as follows:

The law schools and the law societies should recognize a category of "mature student" applications, who have not met normal pre-law school requirements of university work. Law schools waive the normal requirements and admit those students who on the basis of age, experience, maturity and outstanding qualities as evidenced in their previous careers merit an opportunity to study law.

The Law Society of Upper Canada, in prescribing the conditions for admission to the practice of law in Ontario, requires that all students have graduated from an approved course of not less than a duration of three years leading to the Bachelor of Laws degree in an approved law school.

The law program at the University of Windsor Faculty of Law has been approved by the Law Society of Upper Canada and students graduating with the LL.B. degree, who otherwise meet the Law Society's requirements, are eligible for admission to membership in the Law Society and for entrance to the Bar Admission Course.

On completion of the Bar Admission Course, students would be prepared to provide legal services to clients, including effective solutions to client problems on a cost-efficient basis. (Further and updated information concerning admission to the Law Society of Upper Canada may be obtained from the Secretary, Law Society of Upper Canada, Osgoode Hall, 130 Queen Street West, Toronto, ON M5H 2N6. Information on the Bar Admission Course is available from the Director of Legal Education, www.lsuc.on.ca.)

For information on residence housing please see the Faculty of Law Calendar.

J.D./LL.B. Program

The program requires a student to successfully complete 60 credit hours of course work at the University of Detroit Mercy and 44 credit hours of course work at the University of Windsor. Most mandatory courses taken at either law school require the student to study both U.S. and Canadian law relevant to the subject area.

The program is designed to enable a student to obtain an American Bar Association-approved Doctor of Jurisprudence (J.D.) Degree from the University of Detroit Mercy and the nationally recognized Bachelor of Laws (LL.B.) Degree from the University of Windsor within three calendar years.

Please see the *Faculty of Law Calendar* for a further description.

Half-Time Program

The Faculty of Law, University of Windsor, has a limited enrolment Half-Time Law Study Program. Half-Time studies are intended for those who are unable to study full-time. The program cannot be completed through evening courses only.

Applicants for the Half-Time Program must meet the Faculty's general admission requirements or special admission requirements for Aboriginal Canadians. In addition, applicants must demonstrate that they are unable to attend law school on a full time basis.

Please see the *Faculty of Law Calendar* for a further description.

Integrated M.B.A./LL.B. Program

This program is designed to enable a student to obtain both a Master of Business Administration (M.B.A.) and an LL.B. within four, instead of five, years. Successful applicants will pursue first-year studies separately in the Faculty of Business Administration and the Faculty of Law. Years III and IV of the integrated program will involve work in both Faculties.

Please see the *Faculty of Law Calendar* for a further description.

Website: www.uwindsor.ca/law

Faculty of Law

Admission Information 2004-2005



Admission to Law Studies

A CANDIDATE SEEKING ADMISSION to the studies leading to the degree of Bachelor of Laws must follow the procedures and submit the documentation required for the year in which the applicant wishes to enter. Admission criteria and procedures are established by the Admission Committee for each admission year. Admission criteria and procedures for the current entering class are set below.

Objective

The objective of the admission policy is to select those students who will excel in the study of law and have the potential to contribute creatively and meaningfully to the law school and the community.

Criteria

The majority of applicants are considered by the Admission Committee in the framework of the following criteria:

1. University Program

This category comprises undergraduate average and academic performance trends in light of relevant considerations; awards and prizes; the nature and content of the program taken; the level of any degree(s) or diplomas obtained.

2. Work Experience

Part-time, summer and full-time work experience is analyzed for signs of organizational and administrative skills as well as initiative. Vocational, professional or other special qualifications will be considered.

3. Community Involvement

Contribution to the community (city/town; university; religious; etc.) will be assessed for indications of commitment to the community. Factors examined include the nature of the applicant's participation in service clubs, community service organizations, religious, and social organizations.

4. Personal Accomplishments

Factors can include extracurricular activities, hobbies and special accomplishments; artistic and athletic accomplishments; communication skills and languages spoken.

5. Career Objectives

The applicant's career objectives, including how and where the legal education will be employed, are considered.

6. Personal Considerations

Personal factors affecting the applicant are recognized in this section. Any personal factors such as illness, bereavement, unusual family responsibilities or other such circumstances which may have some bearing on the applicant's qualifications will be noted.

7. Law School Admission Test Scores

LSAT scores written more than six years prior to the academic year of application will not be considered. Applicants who have not written the LSAT within the past six years must write the next available test.

We emphasize that no one single factor is solely determinative of admission to the law school. The Admission Committee assesses applications in light of the criteria. The chief source of information about applicants is that which is provided by them in the Personal Profiles they submit with their applications. Applicants should take care to present a full and rounded view of themselves in their Personal Profiles.

Admission Committee

Approximately 1600 applications are received each year. The Admission Committee establishes the admission policy and criteria, as well as procedures for the assessment of applications. The committee consists of the Dean of the Faculty of Law (*ex officio*), the Associate Dean as Chair, professors and students.

Application Procedure

All Ontario law schools use a common APPLICATION FOR ADMISSION TO AN ONTARIO LAW SCHOOL. This Application (both paper and electronic), other admission materials and a Personal Profile for the University of Windsor, may be obtained from:

The Ontario Law School Application Service

P.O. Box 1328, 170 Research Lane
Guelph ON N1G 5E2
Telephone: (519) 823-1940
Facsimile: (519) 823-5232
Website: www.ouac.on.ca/olsas

The application deadline is November 3, 2003.

The application and the Personal Profile have been developed to provide the applicant with the opportunity to assemble a persuasive case for admission.

Members of the Admission Committee will assess the information provided to determine whether the applicant is likely to succeed in law studies, has social skills, relates well to people, has talent for administration and organization (particularly of his or her own time), has a well-developed and focused career plan based upon a sound perception of his or her capabilities and displays leadership qualities and writing skills.

In the application, the applicant is expected to identify significant experiences and accomplishments and to indicate that they relate to the admission criteria. For example, particular experiences (work, cultural, sporting and academic) should be described in sufficient detail to permit the evaluator to make an assessment. Any experience which demonstrates that the applicant is self-disciplined and committed to excellence in any field, should be described.

Further, Committee members are interested in those experiences which tend to show that the candidate is devoted to self-improvement and involvement in the community and service to others. Contributions to hospitals, charitable organizations, religious institutions, disadvantaged and underprivileged groups and individuals, political parties and athletics will, among other activities, help to demonstrate this. Letters from the institution evidencing the nature, scope and degree of the applicant's involvement are helpful to the Committee.

If the candidate is a member of a group disadvantaged for any reason, these circumstances should be made known.

The Admission Committee evaluates applicants for first year on a continuous basis as the files are complete. All files must contain:

- OUAC/OLSAS application
- University of Windsor Personal Profile
- All official transcripts
- Current official LSAT score report; LSAT scores written in the previous six years
- Two (2) letters of reference (one academic and one non-academic)*

- Financial Aid (optional)
- J.D./LL.B.application (if applicable)

* Each applicant is required to submit two letters of reference.

Those applicants who have attended a postsecondary institution during the three years prior to the application are required to submit at least one academic reference. Reference forms are provided and, when completed, should be forwarded directly to the OLSAS by the referee.

Transfer Applicants

Subject to the availability of places, the Faculty may admit candidates into the second year of the LL.B. program who have successfully completed the first year of an LL.B. program at another Canadian common law school. Candidates may be eligible for the LL.B. degree of the University of Windsor upon the successful completion of two years of academic work, subject to meeting the Faculty's academic requirements. The deadline for applications is May 3, 2004.

Letter of Permission Applicants

Subject to the availability of places, the Faculty may admit into the program of study, candidates as visiting students from other Canadian common law schools. The deadline for applications is May 3, 2004.

Accepted Applicants

Applicants who are notified that they have been accepted must confirm their intention to attend within the time specified. Failure to confirm will result in forfeiture of our offer of acceptance.

Retention of Materials

All materials that are submitted by or on behalf of the applicant will be used solely for admission purpose and will be kept confidential. All materials will become the property of the University of Windsor and may be destroyed following the year for which the application is made. Original materials or photocopies will not be provided to the applicant or any other person.

Applications from Aboriginal Canadians

The Faculty of Law recognizes that Aboriginal Canadians are not adequately represented within the legal profession. The admission policy of the Faculty of Law encourages Aboriginal Canadians to pursue legal studies.

Aboriginal Canadian applicants who are considered to have good potential for the study of law may receive either an unconditional or a conditional acceptance. Applicants who have received a conditional acceptance from the Faculty of Law and who have successfully completed the Program of Legal Studies for Native People offered each summer by the Native Law Centre at the University of Saskatchewan in Saskatoon will be admitted to the first year of the LL.B. program at Windsor. Some students may be eligible for course credit (advanced standing) for a first year course.

An Aboriginal Canadian applicant who wishes to be considered under this policy, rather than under general admission criteria, must apply to the Law School in accordance with the admission procedures previously set out. The applicant must include with her or his application a letter advising of the intention to complete the Program of Legal Studies for Native People at the University of Saskatchewan should he or she receive a conditional acceptance.

For more information on the Program of Legal Studies for Native People contact:

Native Law Centre

141 Diefenbaker Centre,
University of Saskatchewan
Saskatoon, SK S7N 5B8
Telephone: (306) 966-6189
Fax: (306) 966-6207
Website: www.usask.ca/nativelaw.

Although Aboriginal Canadian applicants are encouraged to complete the LSAT, in special circumstances this requirement may be waived on special application.

Some Aboriginal students are sponsored and/or have their tuition paid by their First Nation's Education Authority. You are advised to contact the Authority and the Cashier's Office at the university. The Cashier's Office will then contact the First Nation's Education Authority and make arrangements to have your tuition paid.

Advanced Standing Applicants

Applicants who have attended a foreign law school and who are qualified to practice in a foreign jurisdiction may apply for:

- Advanced Standing toward a Bachelor of Laws degree.

This will normally require two years or more of full-time study in the LL.B. program at Windsor; or,

- A Certificate of Equivalence acceptable to some Law Societies in Canada. Applicants may be admitted for less than two years of study if recommended by the National Committee on Accreditation. No degree is granted by the University of Windsor.

Those applicants who wish to be considered for Advanced Standing should indicate for which year of the LL.B. program they are applying, in the appropriate space provided on the Application for Admission. Such applicants are also required to submit a letter of recommendation for advanced standing from the National Committee on Accreditation. Information concerning the National Committee on Accreditation may be obtained by contacting:

National Committee on Accreditation

University of Ottawa, Faculty of Law, Common Law Section
P. O. Box 450, Station A, Ottawa, Ontario K1N 6N5
Telephone: (613) 562-5204
Website: www.flsc.ca/english/foreignlawyers/foreignlawyers.htm

Advanced Standing applicants are required to complete all admission materials required for general applicants.

The application deadline for Advanced Standing and Letter of Permission applications for is May 3, 2004.

Inquiries

All inquiries regarding admission should be in writing and may be addressed to:

Applicant Services/Law Division

University of Windsor
Windsor, Ontario N9B 3P4
Telephone: (519) 253-3000 ext. 6459, 6460, 6461, 6462
Facsimile: (519) 971-3653
E-mail: lawadmit@uwindsor.ca

It is in the applicant's best interest to submit the application as early as possible.

Documents and information used in previous applications are not accepted. Applicants who applied in a previous year are required to provide complete and fresh documentation in each year of application.