

**MICHIGAN STATE**  

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**U N I V E R S I T Y**  

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**COLLEGE OF LAW**

**MASTER OF LAWS (LL.M.) PROGRAM – APPLICATION CHECKLIST**

*LL.M. in the American Legal System &*

*LL.M. in Intellectual Property, Communications and Information Law*

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The following documents must be submitted to the Michigan State University College of Law Office of Graduate and International Programs before your application for admission will be reviewed.

- \_\_\_ **Application for admission to the LL.M. Program.** Your application must be **completely filled out**, including signature.
  
- \_\_\_ **Application fee of \$100.** Checks and money orders should be made out to Michigan State University College of Law. Any check drawn on a foreign bank must be payable in U.S. funds through a U.S. bank. You may also call our accounting office, 517-432-6815, to arrange payment over the telephone. Applications will not be processed until this fee is paid.
  
- \_\_\_ **Degree-granting transcripts.** Please arrange for each university you attended to send official copies of your transcripts *directly* to the Law College. An official transcript is one that has been mailed by your previous institution to ours; it must contain the institution’s stamp and seal. Copies delivered by the students or e-mailed to the Law College **are not** considered official transcripts.

For admission purposes, an emailed/scanned copy is acceptable, but please know that you will be required to submit an official copy, as defined above, by July 1<sup>st</sup>. **Any student admitted without official transcripts will not be able to enroll for courses or otherwise formalize their student status until official transcripts have been received.**

- \_\_\_ **Resume or Curriculum Vitae.**
  
- \_\_\_ **Copy of current license to practice law, if applicable.**

— **Transcript evaluation report.** MSU Law *strongly recommends* that foreign applicants register with the Law School Admissions Council (LSAC) to have your transcripts evaluated and converted into U.S. equivalents. This will assist MSU Law in making scholarship and other decisions regarding your file, as every country has separate grading and graduation requirements and methods. To sign up, please click [here](#) or visit [www.lsac.org](http://www.lsac.org).

— **English Proficiency Test Scores.** Please arrange for TOEFL, IELTS or any other English proficiency testing agency through which you have taken a test to send your test results directly to MSU Law. Our institutional code is 1168.

— **Letters of Recommendation.** Two recommendation letters are required. Please have your recommender return the letter directly to MSU Law in a sealed envelope. If the recommendation is not written in English, please send a certified translation, along with the letter in the original language.

— **Statement of Purpose.** Please submit a personal statement that answers the following questions in essay format. Your personal statement should be typed and no more than two pages long, double-spaced. **Only the applicant** should write the personal statement. The following questions are meant to guide you but they are not restrictive. Your personal statement should give the reader an idea of who you are, why you wish to attend MSU Law and why you would be a valuable asset to the law school.

- 1) Why do you wish to attend MSU Law's LLM program?
- 2) What benefits do you believe you personally can bring to MSU Law and to the LLM program?
- 3) How will having an LL.M. from MSU Law assist you in reaching your personal and professional goals?

**MAIL YOUR COMPLETED APPLICATION TO:**

**Office of Graduate and International Programs  
364 Law College Building  
Michigan State University  
East Lansing, MI, USA 48824**

Materials may also be e-mailed, but any form or statement requiring signature – such as the application, original transcripts, or letters of reference, must also be mailed. Documents may be emailed to: [ogip@law.msu.edu](mailto:ogip@law.msu.edu).