

Application Instructions

The Master of Laws (LL.M.) in Elder Law Application Instructions

Admissions

Applicants for admission to the online LL.M. program in Elder Law must have a strong interest in elder law. Experience working in elder law or related fields is helpful but not required. Applicants must also be proficient in the English language and hold a law degree from a law school accredited by the American Bar Association, or must hold a first law degree from a foreign law school approved by the appropriate authority in that country. Applicants who received their first law degree from a U.S. law school that is not, or at the time of the applicant's graduation was not, accredited by the American Bar Association may be considered for admission if the applicant (1) is licensed to practice law in at least one state within the U.S., (2) can provide a certificate of good standing from that state's bar, and (3) has a strong interest in or experience in Elder Law or related areas of practice. All applicants must have proficiency in using a computer and navigating the Internet.

Transcripts

Official transcripts showing conferral of degrees from all colleges or universities you attended, including undergraduate, graduate, law and professional schools, must be sent to Stetson Law if you are planning to send your materials directly to Stetson, regardless of whether you earned a degree from the institution.

Admitted students who choose to enroll at Stetson University College of Law must submit final, official transcripts showing conferral of their law degree to Stetson Law before enrolling. This applies to all students educated in the United States, its territories, and Canada.

Foreign-Educated Applicants

Foreign applicants must submit the legal credentials that apply in their respective countries of origin. All applicants must demonstrate strong academic achievement and must be proficient in the English language. Applicants whose native language is not English must achieve a TOEFL examination score of at least 100 on the Internet-based test. TOEFL scores are valid for three years. For TOEFL information, visit <http://www.ets.org/>. Fluency in English may also be established by alternative assessment such as scoring at least a 7 in IELTS. For more information, visit <http://www.ielts.org/>.

Stetson University College of Law requires foreign-educated applicants to submit foreign transcripts through the Law School Admission Council (LSAC) Credential Assembly Service (CAS). Transcripts for all post-secondary education completed outside the United States (including its territories) or Canada must be evaluated through this service. Foreign coursework through study abroad, consortium, or exchange programs sponsored by U.S. or Canadian institutions is exempt from this requirement, provided that the work is clearly indicated on the home campus transcript. The Credential Assembly Service report is included in the Credential Assembly Service registration fee. The American Association of Collegiate Registrars and Admissions Officers will complete an international credential evaluation, which will be incorporated into your Credential Assembly Service report. If Stetson determines that a TOEFL or IELTS score is required, you must contact the Educational Testing Service (TOEFL) or IELTS to request that your scores 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 LSAC Credential Assembly Service Law School Report.

To use the service, create and log on to your LSAC online account and follow the instructions for registration. Print out and promptly send a transcript request form to each foreign institution you attended, and allow ample time to receive and translate foreign transcripts. If you have questions about the Credential Assembly Service, please contact LSAC at 215-968-1001, or LSACinfo@LSAC.org.

Application

Applicants may apply online using LSAC's LL.M. Credential Assembly Service (LLM CAS) or may complete and email the PDF found at <https://www.stetson.edu/law/academics/elder/llm/elder-law-llm-admission.php>. PDFs must be typed and emailed to elderlaw@law.stetson.edu along with a personal statement and resume by the deadline. There is no application fee.

Application Deadline

One class is admitted each January (application deadline: Dec. 1) and August (application deadline: Aug. 1). Late applications may be accepted, time and space permitting. The Faculty Committee on Admissions will consider applications on a rolling basis.

Recommendation Letters

Please submit a minimum of two letters of recommendation; a maximum of three letters will be accepted. Please use the Letter of Recommendation provided by the LSAC if you are using the LL.M. CAS, or have the recommenders send the letters to Stetson University College of Law if you are planning to send your materials directly to the College of Law. Preferred references are from colleagues, judges, and academic references. These letters of recommendation *must* be on letterhead or from the recommender's professional email address.

Personal Statement and Resume

Applicants must prepare a separate Personal Statement of up to five pages single-spaced addressing the applicant's reasons for wishing to pursue the LL.M. in Elder Law. The admissions committee is particularly interested in reading about the applicant's special accomplishments; personal, professional or academic achievements; or any other information that may help us evaluate an application and understand the applicant's interest in earning this degree. The personal statement may also be used to bring to the committee's attention any information the applicant believes necessary to evaluate the applicant's candidacy but not otherwise reflected in the application. An applicant must be sure to include his or her name on the personal statement. Because of the limited number of seats in the program, Stetson's goal is to admit students who have some experience in elder law, a strong interest in the field of elder law or can identify how this program would advance their careers. Essays addressing these points are particularly helpful to the admissions committee. Please put your name and identification number (LSAC account number) at the top of each page. Candidates may also submit an addendum to explain unusual circumstances, such as grade fluctuations.

Applicants are required to submit a resume along with their personal statement and application; these should be emailed to the Center for Excellence in Elder Law at elderlaw@law.stetson.edu.

Notification of Application Status and Decision

The Center for Excellence in Elder Law will confirm receipt of applications and will inform applicants if there are missing items or if additional information is needed to process the application. Important: All decisions will be communicated via email. Decisions are not released by phone, except for U.S. military personnel stationed abroad.

Seat Deposit

If admitted, a nonrefundable deposit of \$500 is required to reserve a seat. Please note the seat deposit deadline and instructions for remitting payment on your letter of acceptance. This deposit will be credited to your tuition upon registration. Please make check or money order payable to Stetson University College of Law. Credit cards are also accepted.

Disclosure Certification

Any false or misleading statement, or an inaccurate application, may be the basis for denial of admission, or if admitted, disciplinary action, including, but not limited to, dismissal from the College of Law, revocation of admission, revocation of credits or degree, or other appropriate sanctions, regardless of when discovered. By transmitting your application you certify that you have read and understood the application, and that the information you have submitted is complete and correct to the best of your knowledge and belief.

Applicants with Disabilities

In the spirit and law of the ADA, the College of Law provides reasonable accommodations for students with disabilities. Individuals seeking information about disability accommodation at the College of Law are encouraged to read more about Accessibility Resources for Students with Disabilities on the Stetson website. Questions can be directed to the ADA Coordinator at ada@law.stetson.edu.

The College of Law invites applicants with disabilities to disclose any anticipated barriers concerning accessibility. Information you would like considered in the admission's process can be disclosed within the Personal Statement. Any accessibility information disclosed will remain confidential and will be considered only as directed by relevant law. Please note that this disclosure is voluntary and will not result in adverse treatment.

Nondiscrimination Policy

It is the policy of Stetson University, consisting of its multiple campuses, wherever located (collectively the "University") not to discriminate on the basis of sex, physical or mental disability, pregnancy, parenting status, race, age, religion, color, national or ethnic origin, ancestry, marital status, veteran status, sexual orientation, gender identity, gender expression, genetic information, physical characteristics or any category protected by federal, state or local law in its educational programs, activities or employment. The policy is enforced by Stetson, and where applicable, federal laws such as Title IX of the Education Amendments of 1972, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation act of 1972 and the Age Discrimination Act of 1975. The University is an equal opportunity education institution.

Notice of Privacy Rights

Stetson University College of Law is covered by the Family Educational Rights and Privacy Act of 1974 (FERPA), which is designed to protect students' rights with regard to educational records maintained by the institution. Under this Act, students have the following rights: 1) the right to inspect and review educational records maintained by the institution that pertain to such student; 2) the right to challenge the content of records on the ground that they are inaccurate, misleading or a violation of the student's privacy or other rights; and 3) the right to control disclosures from the student's records with certain exceptions.

The information in this publication applies to the current Academic year and is accurate and current, to the extent possible, as of August 2020. The College of Law reserves the right to change programs of study, academic requirements, teaching staff, the calendar and other matters described herein without prior notice, in accordance with established procedures.

Notice of Campus Security Act and Fire Safety Reports

Copies of the annual Campus Security (Clery) Act Report and Fire Safety Report and Plan are available at no charge from the Public Safety Department. To receive a copy, call 727-562-7801, or visit the College of Law's website at <https://www.stetson.edu/law/offices/safety/>.

To obtain further information about Stetson University College of Law's LL.M. in Elder Law program, contact:

Center for Excellence in Elder Law

1401 61st Street South

Gulfport, FL 33707

Phone: 727-562-7393

E-mail: elderlaw@law.stetson.edu

Website: <https://www.stetson.edu/law/academics/elder/llm/index.php>

Program

Please be aware that any false or misleading statements, or an inaccurate application, may be the basis for denying admission, or if admitted, dismissal from the College of Law, revocation of admission, or other discipline. Carefully read the instructions prior to completing the application. Failure to completely answer each question could delay the processing and review of your application. You must notify the College of Law of any changes of status in any part of this application that may occur after the date of submission, even if you are admitted and enroll at the College of Law.

____ I have read this statement.

Biographical

Prefix _____

First name _____

Middle name _____

Last name _____

Suffix _____

Preferred first name _____

Previous (other) name _____

Date of birth _____

Place of birth: City _____

Place of birth: State/Province _____

Place of birth: Country _____

Gender (Optional) Please feel free to share how you would prefer to identify yourself.

Male Female Transgender Other: _____

Social Security Number _____
(optional, but will be required if you plan to apply for federal student loans)

Demographics

LSAC account number (if applicable) _____

Citizenship

Citizenship

____ Non-Resident Alien

____ US Citizen

____ US Permanent Resident

Country of citizenship _____

Visa type _____

Visa/SEVIS number _____

Permanent resident number _____

Permanent city _____

Permanent state/province _____

Permanent country _____

Native language _____



Contact Information

Current Address

Country	Current mailing address good until date
Street address--line 1	Day phone
Street address--line 2	Evening phone
Street address--line 3	
City	
State/province	
Zip/postal code	

Permanent Address

Country	Permanent mailing address good until date
Street address--line 1	Day phone
Street address--line 2	Evening phone
Street address--line 3	
City	
State/province	
Zip/postal code	

Other Contact Information

Primary e-mail address

Secondary e-mail address

Permanent e-mail address

Mobile phone

Stetson University College of Law can send text messages to my mobile phone.

Yes

No

Standardized Testing

LSAT

Test Date	Test Score
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

IELTS

Test Date	Test Score
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

TOEFL

Test Date	Test Score
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

ILEC

Test Date	Test Score
<hr/>	<hr/>
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Please review five statements below and select the statement which describes your English language proficiency.

____ My native language is English and my legal education at the university level was conducted in English in an English speaking country.

____ Within the period of five years prior to the date of this application, I have been a full-time student for at least one year in a university legal academic program conducted entirely in English in one of the following countries: the United States, the United Kingdom, Ireland, Australia, New Zealand, Canada (English medium universities) or South Africa (English medium universities).

____ My native language is not English, but my legal education at the university level was conducted entirely in English in one of the following countries: India, Pakistan, the Philippines, Hong Kong or Singapore, and I have attached a statement from an official at my university verifying that English was the medium of instruction.

____ I have taken or will take the TOEFL and have arranged to have my scores sent through the LSAC LLM Credential Assembly Service.

____ I have taken or will take the IELTS and have arranged to have an official IELTS score report sent directly to the Law School.

Education

List ALL educational institutions attended. High School Name may be needed for federal student loan purposes.

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 _____

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 _____

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 _____

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 _____

Education Continued

List ALL educational institutions attended. High School Name may be needed for federal student loan purposes.

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 _____

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 _____

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 _____

Did you leave the law school under less than good standing?

☐ Yes

☐ No

Has your education in college, university, or professional school been interrupted for one term or more for any reason?

☐ Yes

☐ No

List the academic honors, awards, or other recognitions you have received and explain the reason(s) upon which awards were made. You may include this in your resume.

Employment

List all employment including internships.

Employment type ☐ Full-time ☐ Part-time ☐ Internship ☐ Unpaid Internship

Employer _____

Position _____ Country _____

Hours per week _____ State/Province _____

Start date _____ City _____

End date _____

Reason for leaving _____

Employment type ☐ Full-time ☐ Part-time ☐ Internship ☐ Unpaid Internship

Employer _____

Position _____ Country _____

Hours per week _____ State/Province _____

Start date _____ City _____

End date _____

Reason for leaving _____

Employment type ☐ Full-time ☐ Part-time ☐ Internship ☐ Unpaid Internship

Employer _____

Position _____ Country _____

Hours per week _____ State/Province _____

Start date _____ City _____

End date _____

Reason for leaving _____

Employment type ☐ Full-time ☐ Part-time ☐ Internship ☐ Unpaid Internship

Employer _____

Position _____ Country _____

Hours per week _____ State/Province _____

Start date _____ City _____

End date _____

Reason for leaving _____

Employment Continued

Employment type ____ Full-time ____ Part-time ____ Internship ____ Unpaid Internship

Employer_____

Position_____ Country_____

Hours per week_____ State/Province_____

Start date_____ City_____

End date_____

Reason for leaving_____

Employment type ____ Full-time ____ Part-time ____ Internship ____ Unpaid Internship

Employer_____

Position_____ Country_____

Hours per week_____ State/Province_____

Start date_____ City_____

End date_____

Reason for leaving_____

List your extracurricular, community, or other activities in the order of their importance to you. Give a brief description of your involvement, including any special responsibilities or leadership positions held. You may include this in your resume.

Experience

Number of Years Practicing Elder Law:

List ALL Elder Law Courses taken and indicate whether offered by a school or CLE provider. Please include the following: Course Title, Provider Name (School or CLE) and Year Taken.

Please indicate if you have a personal or business website:

Family

Next of Kin/Emergency Contact

Salutation_____

First (given) name_____

Middle name/initial_____

Last (family) name_____

Telephone (include area code)_____

Country_____

Street address--line 1_____

Street address--line 2_____

Street address--line 3_____

City_____

State/province_____

Zip/postal code_____

If you have any close relatives who have been students at this university, please provide the following information.

Relative 1

____ Law school ____ University

First (given) name_____

Middle name/initial_____

Last (family) name_____

Relationship to applicant_____

School attended_____

Degree awarded_____

Relative 2

____ Law school ____ University

First (given) name_____

Middle name/initial_____

Last (family) name_____

Relationship to applicant_____

School attended_____

Degree awarded_____

Bar Admission

List the states and/or countries, dates of admittance, and the current status (active/inactive) to practice law.

Country_____

State or Province_____

Date of Admittance_____

Current Status ____Active ____Inactive

Country_____

State or Province_____

Date of Admittance_____

Current Status ____Active ____Inactive

Country_____

State or Province_____

Date of Admittance_____

Current Status ____Active ____Inactive

Country_____

State or Province_____

Date of Admittance_____

Current Status ____Active ____Inactive



Bar Admission Continued

If you are not a member of the bar in any state/country, when do you plan to sit for a bar examination and in which state/country?

Planned bar exam date_____

Country_____

State or Province _____

If you are not qualified to practice law, have you completed all of the academic (university level) legal education requirements necessary to take the bar examination?

____ Yes

____ No

If you have answered 'No' to the above question, when do you expect to complete the legal education requirements?

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

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.



Character and Fitness

Please answer the following questions YES or NO. If your answer to any of the four questions below is YES, attach or submit via email or mail a full statement of relevant facts. Your application will remain incomplete until we receive your explanation and relevant documentation. Failure to answer these questions may result in the application being declined for further processing. You are required to amend your application any time circumstances arise that would require a different answer to any of the questions, including while you are enrolled as a student at Stetson University College 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.

Question 1:

Have you ever been accused of violating the honor code, student conduct code, or other disciplinary code; warned, placed on probation for academic, residential or disciplinary reasons; suspended, requested or advised to discontinue studies; dropped, expelled, or requested to withdraw; or otherwise been subjected to discipline for academic or conduct reasons by any postsecondary school, college, university, professional school, or law school? If yes, please attach, email or mail a statement with dates and details.

☐ Yes
☐ No

In question #2, you should disclose each instance even though charges may have been dismissed, or you were acquitted, or adjudication was withheld, or a conviction was reversed, set aside, or vacated. If you have any charges pending or active warrants for your arrest, you are required to answer yes. This question includes periods before you turned 18. If your records were expunged pursuant to applicable law, you may not be required to answer yes, but you should carefully read the Disclosure Certification below. You must include any traffic violations (even those you believe to be minor) if the violation resulted in a jail sentence, suspension, or revocation of driver's license, or a fine of more than \$200.00. Any arrest, charge or conviction of driving while intoxicated or under the influence of drugs or alcohol must be disclosed, regardless of sanctions or outcome. If you are unsure whether to answer "yes," we strongly recommend answering "yes" and fully disclosing all incidents.

Question 2:

Have you ever been arrested, detained, or restrained; taken into custody; or accused formally or informally of a violation of law or ordinance?

If you answer yes, you must attach a copy of the final court documentation (disposition, DMV record) or arrange for a copy to be emailed or mailed. Please also attach, email or mail a statement with dates and details.

☐ Yes
☐ No

If you answer yes, you must attach a copy of the final court documentation (disposition, DMV record) or arrange for a copy to be emailed or mailed to the Office of Admissions and Student Financial Planning.

Question 3:

Have you ever been subject to military disciplinary action, including non-judicial punishment or involvement in a formal court martial proceeding, as part of any military service?

If yes, please attach, email or mail a statement with dates and details.

☐ Yes
☐ No

Question 4:

Have you ever been subject to discipline or revocation with regard to your law or other professional license, or have you ever been denied admission to practice law in any jurisdiction?

If yes, please attach, email or mail a statement with dates and details.

☐ Yes
☐ No



Disclosure Certification

PLEASE READ THIS SECTION CAREFULLY BEFORE SUBMITTING.

I understand that by applying to Stetson University College of Law, I am subject to the College's Academic Honor Code and the Code of Student Professional Responsibility and Conduct, which are located at www.stetson.edu/law/policies/home/.

I authorize Stetson University College of Law to conduct a criminal background check and other background investigations as the College deems appropriate to verify information contained in my application and in connection with my enrollment at the College. I also agree to obtain a background check from an approved vendor, if requested. The background check may include contacting and seeking information from schools attended, employers, and references; it also may involve reviewing publicly available material, such as websites. I release the College from any liability that may result from these checks.

I agree to communicate promptly to the College of Law any changes of information contained in my application and related materials, even if the changes occur after I have been admitted or have enrolled as a student. Before enrollment, please submit changes to the Center of Excellence in Elder Law. After enrollment, please submit changes to the Associate Dean for Academic Affairs. If the College of Law either discovers information or discovers that you have provided inaccurate or incomplete information, which if known, would have resulted in a denial of admission to the College, you may be subjected to discipline, including revocation of admission, suspension or expulsion after matriculation, withdrawal of graduation certificate to bar authorities, or revocation of a degree.

If admitted, I agree to abide by all policies, rules, and regulations of Stetson University College of Law.

I understand that if I am admitted and if I choose to enroll at Stetson University College of Law, I must submit final, official transcripts showing conferral of degrees to Stetson Law and the Law School Admission Council. This applies to all students educated in the United States, its territories, and Canada.

By transmitting this application, I certify that I have read and understand this application, and that the information I have submitted is complete and correct to the best of my knowledge and belief.

Please enter your full legal name and date:
