

# APPLYING FOR ADMISSION AND FINANCIAL AID

## Walter F. George School of Law

### DEADLINES AND DECISIONS

Mercer University's Walter F. George School of Law accepts applications between September 1 and March 15 from prospective students wishing to begin their studies in the fall semester. Acceptance and scholarship decisions begin in December and end in May. Applicants are encouraged to complete their applications by January 1 in order to receive the most timely consideration.

### APPLICATION REQUIREMENTS

The requirements for application are straightforward. Applicants must have completed a bachelor's degree prior to law school enrollment. They must register with LSDAS and take the LSAT (call 215-968-1001 or visit [www.LSAC.org](http://www.LSAC.org)), preferably in the summer or fall before application is made. No LSAT scores older than three years will be considered. Applicants must submit two letters of recommendation, an application fee, and a personal statement candidly discussing their strengths and weaknesses as prospective law students. Recommendation letters should be from college or university faculty members unless the passage of time makes such letters difficult to obtain, in which case letters from employers or colleagues will be accepted.

### FOREIGN EDUCATED APPLICANTS

Mercer University School of Law requires that foreign transcripts be submitted through the Law School Admissions Council (LSAC) JD Credential Assembly Service. If you completed more than one year of postsecondary work outside the U.S. (including its territories) or Canada, you must use this service for the evaluation of your foreign transcripts. This service is included in the LSDAS subscription fee. A Foreign Credential Evaluation will be completed by the American Association of Collegiate Registrars and Admission Officers, which will be incorporated into your LSDAS report. Applicants whose native language is not English, and whose undergraduate education is from outside the U.S., are required to submit a Test of English as a Foreign Language (TOEFL) score. If this applies to you, you must contact the Educational Testing Service (ETS) and request that your TOEFL score

be sent to the Law School Admission Council (LSAC). Your score will be included in the Foreign Credential Evaluation document that will be included in your LSDAS report.

### DECISION FACTORS

LSAT performance and undergraduate grades are very important in determining admission to the Mercer Law School, but other factors will be considered to arrive at a fair evaluation of an applicant's potential to become a competent and ethical attorney. Post-graduate work, employment, community and military service, leadership ability, personal circumstances, and all other relevant background information will be evaluated.

### TRANSFER AND TRANSIENT STUDENTS

Transfer and transient applicants in good academic standing at other ABA-accredited law schools are encouraged to apply and complete their applications by July 1. Applications will be reviewed as received, and applicants will be considered for acceptance based on their credentials and seat availability. Applicants completing their applications after July 1 will be considered only if there is seat availability. In addition, good standing must be verified in a letter from the academic dean of the applicant's current school. Transfer applicants must currently be registered with LSDAS and submit a current transcript of all law school work and class rank to Mercer in addition to the standard application requirements. Generally, transfer students from another law school should be in the top half of their class. A Mercer law degree will be granted only to students who complete at least four semesters of law school at Mercer. Applications for transient status at Mercer should include a letter to the Office of the Dean, with copies of current law school transcripts attached.

### JOINT J.D./M.B.A. PROGRAM; BUSINESS CERTIFICATE PROGRAM

Mercer's School of Law and Mercer's School of Business and Economics offer a program leading to the Juris

Doctor degree and the Master of Business Administration degree. Any applicant to the program must indicate on the law school application his or her intent to also apply to the Eugene W. Stetson School of Business and Economics. Both schools will share the information in the written application; however, the official GMAT scores must be sent directly to the School of Business. The applicant must be admitted separately by each school. No person will be admitted to the School of Law merely because he or she has been admitted to the M.B.A. program, and no person will be admitted to the M.B.A. program merely because he or she has been admitted to the School of Law. Non-J.D./M.B.A. students interested in additional business-related study may take courses leading to a Certificate in Business Finance or Practice Management. For more information on the joint J.D./M.B.A. program or business certificate program, please contact the Stetson School of Business or visit our Web site at [www.law.mercer.edu](http://www.law.mercer.edu).

### FINANCIAL AID

More than 80 percent of Mercer law students receive some form of financial aid. The law school will make every effort to help new students obtain the aid that they need to attend, in the form of merit scholarships, direct subsidized or direct unsubsidized federal loans, direct graduate PLUS loans, alternative private loans, work-study assignments, vocational-rehabilitation benefits, and other programs. Mercer Law School's priority deadline for receipt of financial aid applications is April 1. Applicants should complete the Free Application for Federal Student Aid (FAFSA) after January 1.

### EQUAL OPPORTUNITY

Mercer University is committed to providing equal educational and employment opportunities to all qualified students, employees, and applicants without discrimination on the basis of race, color, national or ethnic origin, disability, veteran status, sex, sexual orientation, age, or religion, as a matter of University policy and as required by applicable state and federal laws. Inquiries concerning this policy may be directed to the Equal Opportunity/Affirmative Action Officer, Human Resources Office, 1400 Coleman Avenue, Macon, Georgia 31207, phone (478) 301-2786.



WALTER F. GEORGE SCHOOL OF LAW

Office of Admissions and Financial Aid

1021 Georgia Avenue | Macon, Georgia 31207

## GEORGE W. WOODRUFF SCHOLARSHIPS

Four members of the entering class are designated George W. Woodruff Scholars. This prestigious scholarship covers tuition as well as a \$5,000 annual stipend for books and living expenses.

The George W. Woodruff Scholarship was created to ensure the continuation of the tradition of excellence at Mercer. The scholarship is based entirely on merit and is intended to allow outstanding law students to focus their energies on their studies. To be considered, your Woodruff Scholarship and admissions applications must be completed and received by **February 1**.

We are looking for people whose exceptional personal attributes, as well as academic credentials, indicate that they will make an extraordinary contribution to Mercer Law School and to the legal profession. We review your personal statement, transcript, letters of recommendation, community service, work experience, extracurricular activities, and Woodruff essay. You may be able to demonstrate the required attributes by having overcome serious disadvantages or obstacles. Finalists are brought to the campus for interviews with Mercer faculty and alumni.

This scholarship is automatically renewed as long as you remain in good academic standing. In addition to the scholarship award, the Law School will assist Woodruff Scholars to locate employment the summer following the first or second year of law school—possibly with a federal or state judge, a professor, a law firm recognized for excellence, or a public service organization.

**APPLICANT CHECKLIST**

- Complete this application, in ink or type, and forward to the Admissions Office. If you wish to apply online, visit our Web site at [www.law.mercer.edu](http://www.law.mercer.edu).
- Include a \$50 Application Service Fee (non-refundable) made payable to Mercer University School of Law.
- Sign the application.
- Include a personal statement.
- Arrange for a minimum of two letters of recommendation to be mailed directly to the Law School Admissions Office or to the LSDAS Letter of Recommendation Service.
- All applicants must take the Law School Admission Test and register with the Law School Data Assembly Service. Contact Law School Admission Council, Box 2000, Newtown, PA 18940; (215) 968-1001; or [www.LSAC.org](http://www.LSAC.org).
- Please remember to notify us of any change of address and/or when to use your permanent address.

**APPLYING FOR:**

- Fall, \_\_\_\_\_
- First Year Student
- Reactivation of Previous Application in \_\_\_\_\_
- Transfer Student\*
- Transient Student\*
- J.D./M.B.A. Program

*\*All transfer and transient applications must be received and complete by July 1.*

**I. PERSONAL**

1) Full Name \_\_\_\_\_  
(Last, First, Middle) (Former Last Name) (Preferred Name)

2) Present Mailing Address \_\_\_\_\_  
Street City State Zip Code

This address is good until \_\_\_\_\_

Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
Day (Area Code and No.) Evening (Area Code and No.) (Area Code and No.)

May we contact you at work?  Yes  No

E-mail address \_\_\_\_\_

3) Permanent Mailing Address \_\_\_\_\_  
Street City State Zip Code

Phone \_\_\_\_\_  
Day (Area Code and No.) Evening (Area Code and No.)

4) Social Security Number \_\_\_\_\_ LSAC Account Number \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth (City/State) \_\_\_\_\_  
(MM/DD/YYYY)

Present Age \_\_\_\_\_ Permanent State of Residence \_\_\_\_\_

Citizenship Status  U.S. Citizen  Non-U.S. Citizen Country of Citizenship (if non-U.S. citizen) \_\_\_\_\_

Permanent Resident (Alien or File Number) or VISA Type (provide documentation) \_\_\_\_\_

5) Father's Name \_\_\_\_\_

Present Mailing Address \_\_\_\_\_  
Street City State Zip Code

Living?  Yes  No Occupation \_\_\_\_\_

Mother's Name \_\_\_\_\_

Present Mailing Address \_\_\_\_\_  
Street City State Zip Code

Living?  Yes  No Occupation \_\_\_\_\_

6) Name of a person not listed who will always know your address or how you may be contacted: \_\_\_\_\_

Relationship Address Telephone (Area Code and No.)

7) **Optional:** Mercer Law School seeks a racially and ethnically diverse student body. If you wish, please check your gender or racial or ethnic group.

<input type="checkbox"/> Male	<input type="checkbox"/> American Indian/Alaskan Native	<input type="checkbox"/> Asian/Pacific Islander	<input type="checkbox"/> Black/African American
<input type="checkbox"/> Female	<input type="checkbox"/> Canadian Aboriginal	<input type="checkbox"/> Caucasian/White	<input type="checkbox"/> Chicano/Mexican American
	<input type="checkbox"/> Hispanic/Latino	<input type="checkbox"/> Puerto Rican	<input type="checkbox"/> Other

## II. EDUCATION

8) List all colleges, universities, and graduate and professional schools attended. (Use a separate sheet if necessary.)

School	Dates of Attendance	Degree	Year Awarded or Expected to Be Awarded	Major Field of Study
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Note: Applicants who have attended any other law school must submit all undergraduate and law school transcripts directly to Mercer Law School, as well as a LSDAS report and a Letter of Good Standing from the Dean of their current/previous law school.*

9) List all scholastic and academic honors you have received since high school including scholarships, fellowships, prizes, and memberships in honor societies. (If you prefer, please attach a résumé.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10) List those extracurricular, community, and professional activities that have been important to you and note any leadership roles. Please list volunteer work first and number of hours per week for each activity.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11) List awards, speaking engagements, publications, etc., that tend to demonstrate your skills and abilities as an oral and written communicator. You may include one copy of a publication or other writing that you would like the Admissions Committee to consider.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12) List any professional licenses or certificates you hold, and the dates received.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### III. EMPLOYMENT

- 13) List full-time, part-time, summer, and holiday employment while attending college, including the average number of hours worked per week and the school year. Please describe in detail, as hours worked while attending college will be a factor in the admissions decision.

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- 14) List full-time employment, before or after attending college, including dates and nature of your responsibilities. If you are not working now, what are you doing? If you have spent any significant length of time not in school or working, please explain.

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- 15) Military Service (full-time active duty)

Branch of Service	Date of Entry	Date of Release or Expected Release	Highest Rank or Rating	Type of Discharge*
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List any military honors awarded: \_\_\_\_\_

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*\*For any type of discharge other than Honorable, explain in detail on a separate sheet.*

### IV. OTHER

- 16) Have you previously applied for admission to Mercer Law School? If so, specify year and action taken.

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- 17) Have you ever attended any law school, including any conditional program? If so, state the name of the school, dates attended, and whether you are eligible to return.

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- 18) List all law schools to which you have applied in the past, and the action taken if any.

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19) List all law schools to which you intend to apply.

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20) a. Give the date(s) on which you took the LSAT and the scores you received.

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b. If applying for the joint J.D./M.B.A. Program, give the date(s) on which you took the GMAT and the scores you received. Please note: you must have your official GMAT scores sent directly to the Stetson School of Business and Economics (institution code: 5409).

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21) If you have not taken the LSAT, give the date on which you intend to take it. \_\_\_\_\_  
MM/DD/YYYY

22) If you plan to retake the LSAT, give the date on which you intend to retake it. \_\_\_\_\_  
MM/DD/YYYY Do not forget to notify us if you do not retake the test.

23) Who or what prompted you to apply to Mercer Law School?

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For statistical purposes, where did you receive this application?

- forum  telephone inquiry  written inquiry  Internet inquiry  career/placement office  
 faculty advisor  other \_\_\_\_\_

24) If you have any relatives who have attended or are attending Mercer Law School or Mercer University, please give their names and relationship to you; in addition, please specify their school(s) within the University.

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25) Permission is  given,  not given, to furnish your name to student organizations that may want to contact you offering information and other assistance.

**PLEASE TAKE YOUR TIME AND ANSWER THESE QUESTIONS WITH CARE. Each question must be answered yes or no before your application will be processed.**

**If your answer is yes to any of the following questions, explain in detail on a separate sheet or electronic attachment. Please provide dates of any incidents, arrests, convictions, suspensions, etc., in your explanation. Also, please provide copies of relevant records. Because of the high ethical standards to which lawyers are held, the failure to disclose an act or event such as the ones described below is often more significant, and leads to more serious consequences, than the act or event itself. Failure to provide truthful or complete answers or failure to inform the Admissions Office of any changes to answers may result in *denial of admission, revocation of admission, or disciplinary action* by the Law School, or denial of permission to practice law by the state in which you seek admission.**

In accordance with standard requirements for bar admission, you must disclose each instance even though the charges may have been dismissed or you were acquitted or adjudication was withheld or a conviction was reversed, set aside or vacated, or the record sealed or expunged, regardless of whether you have been told you need not disclose any such instance.

26) Have you ever been detained, arrested, formally accused, cited, or prosecuted for the violation of any law (except for minor traffic and parking regulations)?  Yes  No

27) For academic reasons, have you ever been placed on probation, suspended, expelled, or dismissed from any college, university, or law school, or been allowed to withdraw or resign in order to avoid disciplinary action?  Yes  No

28) For any reason, have you ever been expelled, suspended, requested to resign, placed on probation, reprimanded, or otherwise sanctioned by any college, university, or law school or been allowed to resign in order to avoid disciplinary action?  Yes  No

29) Have you ever been accused of a violation of a college, university, or law school honor code?  Yes  No

30) Have you ever been disciplined or reprimanded by any trade, business, or professional organization or had revoked a publicly granted license to practice a trade, business, or profession?  Yes  No

## V. PERSONAL STATEMENT

*(Answer on a separate sheet. You may use as many pages as necessary.)*

Please give us a candid evaluation of yourself. Discuss your abilities and strengths, and include some discussion of areas that you would like to see more fully developed. What professional or personal goals have you established, and how will attending Mercer Law School help you to achieve these goals? What, in turn, do you have to offer Mercer Law School and the legal community? If you have surmounted obstacles (educational or financial, for example), encountered prejudice, or overcome disabilities, and you would like the Committee to be aware of them, please describe.

Please use this space, and any additional pages necessary, to give detailed responses to any questions on the application form requiring further explanation. Please refer to the number of the question on the application form.

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## CERTIFICATION

***Do not sign or submit this application unless you have read and understand this certification.***

I certify that I have read and understood this application, and I further certify that the information I have submitted is complete and correct to the best of my knowledge and belief. I agree to communicate promptly to the Law School in writing any changes in any matters covered herein, even if such changes occur after I have enrolled as a student. I understand that upon the discovery of any inaccuracy of information contained herein, or omission of information requested herein, the Law School reserves the right to revoke any admission to the Law School, to refuse to award a degree, or to recommend revocation of any degree earned. I agree that, if admitted, I will abide by the rules and regulations of Mercer Law School and Mercer University as they are now and may in the future be constituted.

Date of Application _____	Signed _____
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***The Admissions Office must receive the following information before your file will be considered complete:***

- Completed Application
- \$50 Application Fee
- Personal Statement
- Two letters of recommendation (see note)
- LSDAS Report—Upon receipt of your application, Mercer University School of Law will automatically request your LSDAS Report from the Law School Admission Council.
- Résumé (optional)

**Note:** For your application to be complete, we will need to receive a minimum of two (2) letters of recommendation, preferably from two university professors who have taught you for an extended period of time. References should write directly to the Committee on Admissions, Mercer University School of Law, 1021 Georgia Ave., Macon, Georgia 31207 or to the LSDAS Letter of Recommendation Service. Letters should focus on your character, intelligence, industry, and aptitude for the study of law. Letters included with the application will not be accepted unless enclosed in a sealed envelope with the signature of the reference across the seal.

Please mail this application and all accompanying materials to:

**Mercer University School of Law  
Office of Admissions  
1021 Georgia Avenue  
Macon, Georgia 31207**

If you have any questions about this form, please call the Law School Admissions Office at (478) 301-2605; 1-800-342-0841 (inside Georgia) • 1-800-637-2378 (outside Georgia)



WALTER F. GEORGE SCHOOL OF LAW

*Office of Admissions and Financial Aid*

1021 Georgia Avenue | Macon, Georgia 31207

478-301-2605, 800-342-0841 INSIDE GEORGIA

800-637-2378 OUTSIDE GEORGIA

[WWW.LAW.MERCER.EDU](http://WWW.LAW.MERCER.EDU)

**RECOMMENDATION REQUEST FOR EDUCATORS/EMPLOYERS**

Applicant should complete this section.

Full name of applicant \_\_\_\_\_

Undergraduate college \_\_\_\_\_

2nd or additional undergraduate college \_\_\_\_\_

**Applicant's Waiver of Right of Access to Confidential Statement**

I hereby freely and voluntarily waive my right to any information contained in this recommendation form and agree that the statement attached to this form shall remain confidential.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

**I do not waive my right to any information contained in this recommendation form.**

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

**RECOMMENDATION**

Please attach your letter of recommendation to this form. Your letter will be important to the Admissions Committee and will play an integral part in our deciding whether to admit this candidate to Mercer and to a profession requiring members of the highest ethical caliber. Please state how long you have known the candidate and in what capacity. Favorable and adverse knowledge of the candidate, relevant to the practice of law, should be included. The best letters focus on the applicant's intellectual capability, analytical reasoning skills, initiative, resourcefulness, dependability, thoroughness, persistence, honesty, judgment, achievements, and overall character.

Federal law grants access to educational records to students. Therefore, unless the waiver is signed by the applicant, we cannot guarantee the confidentiality of your recommendation. Until we receive your letter of recommendation, no action can be taken on this applicant's file. Therefore, please complete the information below, attach this form to your letter, and send them to the address below. Thank you for your assistance.

**Marilyn Sutton**  
Assistant Dean for Admissions and Financial Aid

Name of recommender \_\_\_\_\_

Title \_\_\_\_\_

Institution \_\_\_\_\_

Present mailing address \_\_\_\_\_  
Street City State Zip Code

Signature of recommender \_\_\_\_\_ Date \_\_\_\_\_

**Return Directly to:**  
Mercer University School of Law  
Office of Admissions  
1021 Georgia Avenue  
Macon, GA 31207

FULL TUITION AND ANNUAL STIPEND OF \$5,000

Name \_\_\_\_\_

Social Security Number \_\_\_\_\_

Undergraduate College \_\_\_\_\_

Graduate School(s) \_\_\_\_\_

LSAT Score \_\_\_\_\_ Grade Point Average \_\_\_\_\_

Please submit a brief essay on the following topic. The essay must be one to two typed pages. Do not forget to sign the application.

**Topic:** Lawyers are expressly prohibited by ethics rules from engaging in conduct involving dishonesty, fraud, deceit, or misrepresentation. Yet, sometimes lawyers conducting investigations leading to prosecution or the filing of a civil suit do engage in deceit and misrepresentation as part of these investigations. For example, lawyers working for the government often hire “testers” to apply for jobs or housing to uncover illegal discrimination. Lawyers for the government will instruct these testers to misrepresent their credentials or desire for the job or house and, in doing so, also cause innocent parties—parties who do not discriminate—to incur the costs involved in processing phony applications. Should this sort of conduct be prohibited? If so, why? If not, why not? If some should be permitted and some not, where would you draw the line and why?

Signature \_\_\_\_\_ Date \_\_\_\_\_

**The Woodruff Scholarship application and admissions application must be received and completed by February 1 to be considered for this scholarship.**



WALTER F. GEORGE SCHOOL OF LAW

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