

Wake Forest School of Law Master of Studies in Law **Application Instructions**

If you have any questions regarding the status of your submitted application materials, please contact our admissions team via e-mail at msl@wfu.edu. All applications are reviewed upon completion. Although we attempt to notify any candidate whose file is incomplete, it is the candidate's responsibility to ensure all materials are received in a timely manner.

Official Transcripts

Applicants must submit official transcripts from each institution of higher learning (university or college) previously attended.

Personal Statement Questions

Included in this application are a set of questions designed to allow you to explain your interest in this program and how the Online Master of Studies in Law degree may benefit you in your professional endeavors. Please answer all questions listed. You may place your answers in the space provided, or attach an additional document with your answers.

Professional Resume/C.V (include items listed below)

- Education (all colleges, universities, graduate and professional schools attended, including dates of attendance, degree expected or earned, year degree awarded, major field of study, estimated class rank, and grade point average/scale)
- Honors (including scholarships, fellowships, awards, and honor societies)
- Employment (including dates of employment) and other relevant experience
- Duty with the armed forces of any nation (including whether full-time or part-time, date of entrance, date or expected date of separation, and the type of discharge received)
- Extracurricular activities (briefly describing the activity and your contribution)

Reference Forms

Applicants are required to submit a minimum of two Reference Forms. These forms should come from employers or colleagues who can address the applicant's ability to pursue graduate legal study. Reference Forms should be emailed or mailed to the school directly from the person providing the recommendation. Applicants may submit Reference Forms directly to the school in a sealed envelope, signed across the seal. While reference letters may be included in addition to these Forms, at least two MSL Reference Forms are required.

Admissions Decisions

Carefully review your application for typos, clarity, spelling, logic, and structure as it will be considered a professional writing sample. Your application will be reviewed when complete. Applications are reviewed in the order in which they are received, and decisions typically take 2 to 4 weeks. If you have not received a decision in that time, please contact our office. If the committee requests any further information or would like to schedule an interview, we will contact you via email.

If you experience any issues completing this application, please contact Jackie Flynn at flynnjm@wfu.edu or 336-758-5906 for assistance

All questions below must be answered fully for your application to be considered. Please type or print clearly.

Full Name: _____
Last (Family) First (Given) Middle

Date of Birth: _____ **Gender:** Male Female _____
(Month/Day/Year) Prefer not to disclose

Country of Birth: _____ **Country of Citizenship:** _____

Preferred First Name: _____ **Social Security Number:** _____

Email Address: _____ **Phone Number:** _____

MAILING ADDRESS:

Street Address Line 1

Street Address Line 2

City State/Province Country/ Postal Code

ADDRESS DURING MSL STUDY (If different than mailing address):

Street Address Line 1

Street Address Line 2

City State/Province Country/ Postal Code

PROGRAM SELECTION:

Required for all applicants.

The Master of Studies in Law program at Wake Forest University Law is a fully-online, part-time program for working professionals. Students may take 3 credits (typically 1 course) or 6 credits (typically 2 courses) per semester. Students may begin the program in the fall, spring, or summer* semester. Each student must select a track, choosing a track in either Health Law & Policy, Human Resources, or Business Law & Compliance.

**Summer entrance in the program will depend on overall enrollment and demand. It may not be offered each year.*

Students in the MSL program must maintain continuous enrollment by taking at least 3 credit hours every fall and every spring semester until completion of the program.

The information provided below is required and will be used to register you for your courses if you are admitted to the program. Each 3-credit hours of study will require approximately 8-10 hours of work per week. Although this program is asynchronous and the virtual classroom is accessible 24/7, each course has firm weekly deadlines that must be met in order to remain in good standing. If your preference of credit hours, entering semester, or track changes at any point, you must email the changes to MSL@wfu.edu immediately.

Track (select only one)

- Master of Studies in Law, Health Law & Policy Track (30 credit hours)
- Master of Studies in Law, Human Resources Track (30 credit hours)
- Master of Studies in Law, Business Law & Compliance Track (30 credit hours)

- Certificate in Health Law & Policy (12 credit hours)
- Certificate in Human Resources (12 credit hours)
- Certificate in Business Law & Compliance (12 credit hours)
- Certificate in Workplace Legal Fundamentals (12 credit hours)

How many credit hours do you plan to take per semester? 3 credit hours 6 credit hours

In which semester do you wish to enter the program?

Fall _____
Year

Spring _____
Year

Summer _____
Year

Have you applied to Wake Forest University Law before? Yes No If yes, provide date applied: _____

How did you hear about Wake Forest School of Law's Master of Studies in Law program?

- Social Media (List site: _____)
- Emails
- Event (List event: _____)
- Online Search
- Current Student Referral (Student Name: _____)
- Friend/Family/Alumnus (List name of alumnus: _____)
- Other: _____

CITIZENSHIP STATUS:

- U.S. Citizen (either by birth or through naturalization)
- U.S. Permanent Resident
- Non U.S. Citizen or Permanent Resident

ETHNICITY:

Required for U.S. Citizens & Permanent Residents

Ethnicity: U.S. federal law requires that institutions of higher education gather the following information regarding the ethnicity and race of their students and employees. The law only requires institutions to report aggregate totals for each category. Select the appropriate response your ethnicity and your race:

1. Is your ethnicity Hispanic/Latino (Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture)?
- Yes, Hispanic/Latino No, not Hispanic/Latino
2. What is your race?
- Aboriginal or Torres Strait Islander American Indian or Alaska Native Asian Black or African American Canadian Aboriginal
- Caucasian/White Hispanic/Latino Native Hawaiian or Other Pacific Islander Puerto Rican Decline to answer

OPTIONAL STANDARDIZED TESTING

Have you taken or plan to take any of the following standardized tests?

- LSAT GRE GMAT MCAT

List all scores and test dates, if applicable: _____

Please attach copies of all official score reports to your application. Or, request that the score reports be sent directly to Wake Forest University School of Law from the testing agency.

EDUCATION:

List all colleges, universities, graduate, & professional schools attended or currently attending. Please start with your most recent institution. (Resume or curriculum vitae may be attached in lieu of completing the chart below.)

NAME OF INSTITUTION	GRAD DATE (mm/yy)	DEGREE AWARDED & MAJOR	GPA

List all academic honors, publications, and relevant extracurricular activities: _____

EMPLOYMENT:

List any professional experience. (Resume or curriculum vitae may be attached in lieu of completing the chart below.)

NAME & LOCATION OF EMPLOYER	TITLE	DATES OF EMPLOYMENT

WAKE FOREST UNIVERSITY EMPLOYMENT DISCOUNT

Employees of WFU & Wake Forest Baptist Medical Center may receive a 20% tuition discount. (Students may receive either the tuition discount or, if eligible, transfer credits; students may not receive both the discount and transfer credit). If you are an employee of one of these institutions and are requesting the discount, please list your supervisor's name, email, and phone number; Proof of employment by entity must be provided with each semester registration; Parents of WFU Undergrads may receive a 5% discount. Proof of student enrollment necessary at time of commitment.

DISCLOSURE

Have you ever been subject to disciplinary action for academic or other reasons in any of the colleges, universities, graduate, or professional schools you have attended? Yes No

If yes, attach an explanatory statement.

Have you ever been suspended from law practice or disbarred? Yes No

If yes, attach an explanatory statement.

Have you ever been disciplined, suspended, or disbarred from practice in any other professional capacity? [gu"*****P q"

If yes, attach an explanatory statement.

Are there any disciplinary charges pending or expected to be dtqwi j vci ainst you? Yes No

If yes, attach an explanatory statement.

Have you ever been charged with or convicted of a crime other than a minor traffic violation, or are such charges pending

Yes No

If yes, attach an explanatory statement.

CERTIFICATION:

I certify that the information I have provided in response to the questions on this application form, including information contained in any supplemental material submitted, is complete and accurate; and that the personal statements I have submitted are my own work, and all factual representations made therein are true and correct. I will notify Wake Forest Law of any occurrences after the date of this application that would change the answers to any of the questions asked.

I understand I must maintain continuous enrollment during my program of study, taking at least 3 credit hours every fall and every spring semester until completion of the program. I understand that each 3 credit hour course in the program will require approximately 8-10 hours of work per week. In addition, I understand that while this program is asynchronous and the virtual classroom is accessible 24/7, each course has firm weekly deadlines that must be met in order to remain in good standing.

Signature _____ **Date:** _____

PERSONAL STATEMENT QUESTIONS

Answer each question below in the space provided. If needed, attach a document to your application with your answers. Carefully review for typos, clarity, spelling, logic, and structure as this will be considered a professional writing sample.

1. How does the law impact your current workplace and/or position?

2. How will an understanding of the law and/or US legal system benefit your career track?

3. What are your plans for using the MSL in your current position or your desired future workplace?

4. Is there any further information you would like to include?