Application Instructions

The Bowen Admission Process

The UALR William H. Bowen School of Law values inclusion and is committed to enrolling students of diverse ethnicities, life experiences, and professional backgrounds. Therefore, the Admissions Committee takes a holistic approach to application evaluation, meaning it takes the complete application into consideration, not merely LSAT and undergraduate GPA.

Our application deadline is March 15. However, applicants are strongly encouraged to submit all required documents by January 15. Applications are reviewed on a rolling basis. Earlier applicants tend to have an advantage over later applicants. Applications rendered complete after March 15 will be reviewed only if space is available in the incoming class. We enroll first-year students in the fall only.

Submitting Your Application

You must submit your application online through the Law School Admission Council (LSAC). Bowen will, however, make reasonable accommodations when necessary. Please contact the Office of Admissions and Scholarships at 501.324.9903.

Completing Your Application

• Register for an account with LSAC at LSAC.org.
• Take the Law School Admissions Test (LSAT).
• Register with the Credential Assembly Service (CAS).
• Submit all post-secondary academic transcripts to CAS.
• Secure 2 letters of recommendation and have your recommenders submit your letters to CAS. Letters mailed to Bowen will not be considered.
• Submit a completed law school application.
• Submit a personal statement discussing your reasons for wanting to attend law school. The personal statement must not exceed 3 double-spaced pages.
• Submit a resume.
• If applicable, submit any required addendum or addenda (see “Required Application Addendum”).
• In addition to the required items listed above, all applicants are permitted to submit an optional “Community Contribution” addendum explaining any characteristics that would allow the applicant to uniquely contribute to the Bowen community. If included, this addendum should not be substantially similar to the required personal statement.

Interviews

All applicants who apply on or before January 15 may request an admissions interview. Once scheduled, an Office of Admissions representative will conduct the interview using Skype. The interview will be recorded. The recording will be provided to the Admissions Committee to consider during its application review. Bowen will make reasonable accommodations when necessary. Please contact the Office of Admissions at 501.324.9903 or lawadmissions@ualr.edu.

Information for International Applicants

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). LSAC’s TOEFL code for the JD Credential Assembly Service is 6368. Your score will be included in the Foreign Credential Evaluation document that will be included in your CAS Report.

Our minimum required score on the TOEFL examination depends upon which version of the test you take. We require a minimum score of 600 on the paper-based test, 250 on the computer-based test, and a total score of 100 on the internet-based test.

To receive information concerning the TOEFL, contact TOEFL Services, Educational Testing Service, PO Box 6151, Princeton, NJ 08541-6151, U.S.A.; E-mail: toefl@ets.org; Website: www.ets.org/toefl.

Required Application Addendum

You must submit an addendum with your application if you:
• Have previously enrolled in this or another law school. The addendum should explain the circumstances under which you left your previous law school. In addition, you must request that your previous law school send an official copy of your transcript and a letter of standing. Please note that, under our admissions rules, if you were academically dismissed from another law school, you must sit out for approximately one year before we will consider your application.

• Answer "yes" to any of the character and fitness questions. The addendum must explain the circumstances surrounding the incident(s) necessitating the disclosure. It is very important that you answer these questions honestly, completely, and forthrightly. If you are in doubt as to whether to disclose information, it is better to err on the side of disclosure. Material misrepresentations and failures to disclose can lead to denial of admission, cancellation of acceptance, or expulsion from law school.

Concurrent Degree Programs

In conjunction with other schools within the University of Arkansas system, Bowen allows students to pursue the following degrees concurrently:

• Juris Doctor/Master of Business Administration (UALR College of Business)
• Juris Doctor/Master of Public Administration (UALR Graduate School)
• Juris Doctor/Master of Public Health (University of Arkansas for Medical Sciences)
• Juris Doctor/Master of Public Service (University of Arkansas, Clinton School of Public Service)
• Juris Doctor/Doctor of Pharmacy (University of Arkansas for Medical Sciences)

Applicants must be offered admission into both Bowen and the school offering the other desired degree. For more information regarding concurrent degree programs, contact the Bowen Office of Admissions at 501.324.9903 or lawadmissions@ualr.edu.

Financial Aid

To apply for financial aid, you must complete the Free Application for Federal Student Aid (FAFSA). It becomes available on January 1 of each year, and it should be completed as soon as possible following your application. To apply online, see www.fafsa.ed.gov. Our FAFSA code is 001101.

Student loans are administered by the Financial Aid Office on the main UALR campus. For more information, contact the UALR Office of Financial Aid by e-mail at financialaid@ualr.edu or by telephone at 501.569.3035.

Scholarships

We consider all admitted applicants for available scholarships. Scholarship offers are included in the acceptance packet that is mailed to admitted students. There is no separate scholarship application process for incoming students.

Bar Admission

To practice law, all law school graduates must be admitted to the bar in the jurisdiction(s) where they wish to practice. As part of this requirement, a state-specific bar examination must be passed. 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. Graduation from the UALR William H. Bowen School of Law or any other law school does not guarantee admission to the bar of any state.

Contacting Us

We are delighted you are applying to Bowen! If you have any questions after reviewing this material, please contact us.

Office of Admissions UALR William H. Bowen School of Law
1201 McMath Avenue
Little Rock, AR 72202-5142
Telephone: 501.324.9903
Fax: 501.324.9909
E-mail: lawadmissions@ualr.edu
Website: www.ualr.edu/law

UALR William H. Bowen School of Law is approved by the Council of the Section of Legal Education and Admissions to the Bar of the American Bar Association, 321 North Clark Street, Chicago, IL 60654, 312-988-6738.
Biographical

Prefix ___________________________ Date of birth ___________________________
First name ________________________ Place of birth: City _______________________
Middle name ______________________ Place of birth: Country ___________________
Last name _________________________ Place of birth: State/Province _____________
Suffix ___________________________ Gender ________________________________
Previous (other) name _____________ Social security number _________________
Preferred first name ______________ LSAC account number __________________

Program

Preferred enrollment division (select only one):
_____ Full-time
_____ Part-time

Second choice enrollment division (select only one):
_____ Full-time
_____ Part-time
_____ None

Are you applying for a concurrent degree?
_____ Yes
_____ No

If yes, please indicate:
_____ JD/Master of Business of Administration
_____ JD/Master of Public Administration
_____ JD/Master of Public Health
_____ JD/Master of Public Service
_____ JD/Doctor of Pharmacy

Are you a current UALR Philosophy student seeking admission through the 3/3 program?
_____ Yes
_____ No
Program continued

Applicants who have an LSAT score of 157 or higher and a cumulative GPA of 3.30 or higher are eligible to apply under the Bowen Fellowship Program, a binding early decision admissions process. Applicants applying under this program must have a complete application on file with the Office of Admissions by January 15. The Office of Admissions will notify Bowen Fellowship Program applicants in early February. Applicants offered admission as Bowen Fellows will be required to withdraw all other pending law school applications and pay a non-refundable $750 seat deposit by mid-February.

The Bowen Fellowship Program is not the best option for all applicants, and only those who are certain that Bowen is their first choice for legal education should apply through this program. The benefits for those applicants who know Bowen is their first choice are substantial. All Bowen Fellows will receive a full tuition scholarship and priority consideration for professional development opportunities, such as faculty research assistantships, stipends for conference or job fair attendance, and Dean’s Fellowship positions.

Do you wish to have your application considered under the Bowen Fellowship Program?

____ Yes
____ No

Demographics

Citizenship

Citizenship
____ Non-Resident Alien
____ Resident Alien
____ US Citizen
____ US Permanent Resident

Country of citizenship ____________________________

Visa/SEVIS number ____________________________

Permanent resident number ______________________________

Permanent city ______________________________

Permanent state/province ____________________________

Permanent country ______________________________

Native language ______________________________

Ethnicity

Are you Hispanic or Latino

____ Yes
____ No
Demographics continued

What is your race? Select one or more races to indicate what you consider yourself to be.

**Aboriginal or Torres Strait Islander Australian**
- Aboriginal/Torres Strait Isl. Australian

**American Indian or Alaska Native**
- American Indian/Alaskan Native

**Asian**
- Asian

**Black or African American**
- Black/African American

**Canadian Aboriginal**
- Canadian Aboriginal

**Caucasian/White**
- Caucasian/White

**Hispanic/Latino**
- Hispanic/Latino

**Native Hawaiian or Other Pacific Islander**
- Native Hawaiian/Other Pacific Islander

**Puerto Rican**
- Puerto Rican

**Consent**
- Decline to respond

**Tribal Affiliation**

Tribal affiliation or village name ______________________

Enrollment number (enrolled members only) ________

**Contact Information**

**Current Address**

Street address - Line 1

______________________________________________

Street address - Line 2

______________________________________________
Contact Information continued
Street address - Line 3

_____________________________________________________________________
City

_____________________________________________________________________
Country

_____________________________________________________________________
Zip/postal code

_____________________________________________________________________
Current mailing address good until

_____________________________________________________________________
Day phone number

_____________________________________________________________________
Evening phone number

Permanent Address
Street address - Line 1

_____________________________________________________________________
Street address - Line 2

_____________________________________________________________________
Street address - Line 3

_____________________________________________________________________
City

_____________________________________________________________________
Country
Contact Information continued

Zip/postal code

Permanent mailing address good until

Day phone number

Evening phone number

Other Contact Information

Primary e-mail address

Secondary e-mail address

Permanent e-mail address

Mobile phone number

Can the school send text messages to your mobile phone?

_____ Yes

_____ No

If we are able to contact you by text message, please list your mobile phone service provider.

If you are offered admission, Bowen faculty members, alumni, and current students would love to connect with you by e-mail or telephone. Please check the group(s) that you would like to hear from.

_____ Alumni

_____ Current Student

_____ Faculty
Residency

Please indicate your permanent residency:

___ Arkansas Resident
___ Out-of-State
___ International Resident
___ Bowie County resident

If you are an Arkansas resident, please indicate which county:

___________________________________________________________

Family

Next Of Kin Emergency Contact

Salutation

___ Dr.
___ Mr.
___ Mrs.
___ Ms.

First (given) name

___________________________________________________________

Middle name/initial

___________________________________________________________

Last (family) name

___________________________________________________________

Relationship to Applicant

___________________________________________________________

Telephone (include area code)

___________________________________________________________

Street address - Line 1

___________________________________________________________
Family continued

Street address - Line 2

Street address - Line 3

City

Country

Zip/postal code

Have any of your close relatives attended this university?

_____ Yes

_____ No

If you have a relative who has attended this law school, please give us information about him or her.

Did this relative attend the Law School or the University?

First (given) name

Middle name/initial

Last (family) name

Relationship to applicant

School Attended
Family continued

What dates did she or he attend the university?

____________________________________________________________________________________

Degree awarded

____________________________________________________________________________________

If you have another relative who has attended this law school, please give us information about this person.

Did this relative attend the Law School or the University?

____________________________________________________________________________________

First (given) name

____________________________________________________________________________________

Middle name/initial

____________________________________________________________________________________

Last (family) name

____________________________________________________________________________________

Relationship to applicant

____________________________________________________________________________________

School Attended

____________________________________________________________________________________

What dates did she or he attend the university?

____________________________________________________________________________________

Degree awarded

____________________________________________________________________________________

If you have another relative who has attended this law school, please give us information about this person.

Did this relative attend the Law School or the University?

____________________________________________________________________________________
Family continued

First (given) name

__________________________________________________________

Middle name/initial

__________________________________________________________

Last (family) name

__________________________________________________________

Relationship to applicant

__________________________________________________________

School Attended

__________________________________________________________

What dates did she or he attend the university?

__________________________________________________________

Degree awarded

__________________________________________________________

Parent/Guardian - 1

Is this parent/guardian deceased?

_____ Yes

_____ No

First (given) name

__________________________________________________________

Middle name/initial

__________________________________________________________

Last (family) name

__________________________________________________________

Occupation

__________________________________________________________
**Family continued**

Highest level of education

________________________________________________________

E-mail address

________________________________________________________

Street address - Line 1

________________________________________________________

Street address - Line 2

________________________________________________________

Street address - Line 3

________________________________________________________

City

________________________________________________________

Country

________________________________________________________

Zip/postal code

________________________________________________________

Parent/Guardian - 2

Is this parent/guardian deceased?

____ Yes

____ No

First (given) name

________________________________________________________

Middle name/initial

________________________________________________________

Last (family) name

________________________________________________________
Family continued

Occupation

Highest level of education

E-mail address

Street address - Line 1

Street address - Line 2

Street address - Line 3

City

Country

Zip/postal code

Are you a first generation college graduate?

_____ Yes

_____ No

Will you be a first generation law school graduate?

_____ Yes

_____ No
## Standardized Testing

**LSAT**

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<th>Test Score</th>
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**TOEFL**

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## Education

List ALL educational institutions attended.

Institution type: _____ High School _____ Undergraduate _____ Graduate _____ Law _____ Other Post Graduate

<table>
<thead>
<tr>
<th>Institution name</th>
<th>Major</th>
<th>Country</th>
<th>State/Province</th>
<th>City</th>
<th>Degree</th>
<th>Start date</th>
<th>End date</th>
<th>Date degree granted</th>
<th>Rank</th>
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Page 14 of 20
## Education continued

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Have you ever attended any law school?

_____ Yes
_____ No
**Education continued**

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

[ ] Yes  
[ ] No

If you did not leave the law school in good standing, explain the circumstances.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

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

[ ] Yes  
[ ] No

If your education was interrupted, explain the circumstances.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

List the academic honors, awards, or other recognitions you have received and explain the reason(s) upon which awards were made.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

**Military Service**

In recognition of the sacrifices made by members of the United States Military, the University of Arkansas at Little Rock has enacted an initiative aimed at giving something back to those who have given so much. Active duty and veteran students will now be eligible for a waiver of most university fees as well as a waiver of non-resident tuition.

Bowen is proud to support this new initiative, and we strongly encourage all current and former military students to take advantage of it. Upon admission, information on the process to determine your eligibility will be provided.

Have you served or are you now serving on fulltime, active military duty?

[ ] Yes  
[ ] No

What period did you serve in the military?

________________________________________________________________________

Rank
________________________________________________________________________
Military Service continued

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. (maximum characters 500)

_________________________________________________________________________

_________________________________________________________________________

_________________________________________________________________________

Will you be receiving veterans’ educational benefits while attending the William. H. Bowen School of Law?

____ Yes

____ No
Character and Fitness

In addition to the 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.

For the purposes of this application for admission, all applicants must respond to the following questions. If you answer “yes” to any question in this section, you must attach a frank and complete statement of the facts relating to the disclosed incident(s). You must also submit related documents (e.g., charging documents, judgments, etc.). Failure to adequately disclose can be sufficient reason for refusal of admission, expulsion, or a rescinding of the law degree after conferral. In addition, please be on notice that bar jurisdictions will have access to your responses and compare them to the results of your background check performed during the bar examination application process.

Have you ever been convicted of or plead guilty to a violation of any law other than minor traffic violations? (Driving under the influence of alcohol or other controlled substances is not a minor traffic violation.) You should answer “yes” even if you entered a plea of no contest and regardless of whether the sentence was suspended.

____ Yes
____ No

Have you ever had any form of restraining order issued against you, including those that never resulted in arrest, criminal charges, or criminal conviction?

____ Yes
____ No

Do you have any pending charges for violation of any law other than minor traffic violations?

____ Yes
____ No

Have you ever been disciplined for academic or other misconduct at any college, university, or law school? This question does not include academic probation.

____ Yes
____ No

Have you ever been disciplined (e.g. an official or formal warning, sanction, suspension, expulsion, etc.) by the licensing body as a member of a profession requiring licensure, or are you currently subject to, or have pending, such disciplinary proceedings?

____ Yes
____ No
Law School Interest

What prompted you to apply to this law school?

Internet
- ABA
- Law School
- LSAC
- Other

Faculty/Alumni/Professional
- Admissions recruiter
- Alumni
- Faculty/acquaintance
- Law school faculty member
- Legal professional
- Prelaw advisor
- Relative
- University/college faculty member

Publications
- Law school publication
- LSAC Official Guide to ABA Law Schools
- Other advertisement
- Princeton Review
- US News & World Report

Recruiting Events
- Campus event
- Current student
- International forum
- Law school direct mail/e-mail
- Law school fair
- LSAC Forum

If you attended any events mentioned in the Recruiting Events section, please list them below:

____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

Have you previously applied to this law school?
- Yes
- No

If you applied previously, what year was the application for?

____________________________________________________________________________

Were you offered admission?
- Yes
- No

Are you applying, or have you applied, to other law schools? If so, please list them.

____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
Certification

By electronically transmitting this application, I understand and agree that the omission or misrepresentation of any significant fact in any statement may be considered sufficient reason for refusal of admission or expulsion. I furthermore agree to notify the School of Law of any change in the above information that occurs between now and the time of my graduation from law school, should I be admitted. Failure to adequately disclose or update information can be sufficient reason for refusal of admission, expulsion, or a rescinding of the law degree after conferral.

Applicant Full Name

________________________________________

Date

________________________________________

UALR William H. Bowen School of Law is approved by the Council of the Section of Legal Education and Admissions to the Bar of the American Bar Association, 321 North Clark Street, Chicago, IL 60654, 312-988-6738.