



**Dear Prospective Applicant:**

Welcome to the Peter A. Allard School of Law admission process. We are pleased that you are considering our school for your legal education and hope to make the application process as simple as possible. For complete information about Allard Law, the programs we offer, and admissions requirements, please check our website at [www.allard.ubc.ca](http://www.allard.ubc.ca).

This package of admission materials includes our application form. Please be sure to complete the form carefully and thoroughly so that we may give your application full and fair consideration. At the end of the form is a checklist to help ensure that your application is complete. Submitting your application directly online at our website is preferred, as this will enable us to process your application more efficiently and quickly. If you have questions, our admissions staff can be reached by phone at (604) 822-6303, or by email, [admissions@allard.ubc.ca](mailto:admissions@allard.ubc.ca).

### Admissions Categories

There are several admissions categories that lead to the completion of a J.D. degree from Peter A. Allard School of Law: General, Discretionary, Indigenous, Transfer and Advanced Standing. There is also one nondegree category: Visiting (Letter of Permission). Be sure to indicate on your application form the category under which you are applying.

### Admissions Deadline

The deadline for applications to the General, Discretionary and Indigenous categories is December 1, 2019. (Applications sent by postal service must be postmarked by this date.) Evaluation of your application will begin as soon as we have received all of your supporting documents (due January 31, 2020) and LSAT score.

The Peter A. Allard School of Law Admissions Committee, consisting of faculty members and student representatives, oversees admission to the Allard School of Law. Typically there are approximately 1,500 applications for the approximately 200 available places in the first year of the J.D. program. Offers will be made commencing in December to candidates whose files are complete and who surpass the standards of our General Admissions category. The majority of our General Admissions offers are sent out in the months of January through April. Applicants in the Indigenous Admissions category can expect to hear from us by the end of March 2020, while offers to Discretionary Admissions applicants are generally made by the end of May. We will make our best effort to notify all applicants of their status by the end of May.

### Personal Statement

You are required to submit a personal statement with your application. For details, please see the Application Procedures on page 5.

### LSAT

You are required to write the Law School Admissions Test (LSAT). Detailed information regarding LSAT registration, sample tests, as well as admissions policies for North American law schools can be found on-line at [www.lsac.org](http://www.lsac.org).

The latest LSAT that will be considered for this admissions cycle is the January 2020 LSAT. We strongly encourage applicants to take the LSAT prior to the January test date. An applicant who wishes to rely on the January LSAT score may diminish his/her chance of gaining admission due to the delayed review of his/her file and the possibility that there may no longer be positions available in the upcoming entry class. Applications from candidates who write the January LSAT will not be considered complete and will not be reviewed until all elements, including the January LSAT score, are received. After the complete file is reviewed, if it is considered competitive with other applicants for a place in the upcoming entry class and if a position is still available, the applicant may either be admitted or placed on a wait list. LSAT scores are valid for five years.

### Transcripts

You must make arrangements with every post-secondary institution you have attended or are attending, with the exception of UBC (for which we will access your records electronically), to have official transcripts sent directly to Peter A. Allard School of Law. Please ensure that a current official transcript is submitted at the time of your application. A final official transcript must be received upon completion of your studies. Transcripts in languages other than English must be evaluated by an accredited evaluation service.

### Combined Degree Programs

If you are applying to the combined J.D./M.B.A. degree program, you must indicate your intent to do so on your application form. You must also apply separately to the M.B.A. program through the Sauder School of Business, [www.sauder.ubc.ca](http://www.sauder.ubc.ca).

### Financial Assistance

A substantial number of bursaries are available to Allard Law students. General bursary applications for students are available in August 2020. Please see [www.allard.ubc.ca/bursary-program](http://www.allard.ubc.ca/bursary-program) for details. If you have any questions, please contact an Enrolment Services Advisor at [es.lawsupport@ubc.ca](mailto:es.lawsupport@ubc.ca).

All accepted applicants are considered for entrance scholarships and recipients will be notified as soon as possible. Please check our website at [www.allard.ubc.ca/scholarships](http://www.allard.ubc.ca/scholarships).

The Peter A. Allard School of Law uses an on-line status checking system. You will be contacted with instructions on how to access this system after we have processed your application.

Again, please contact us if you have any questions. Our job is to make your application to Peter A. Allard School of Law as straightforward as possible.

Sincerely,

**THE ADMISSIONS TEAM**





**Academic History**

**Last Secondary School Attended**

NAME OF SCHOOL	PROVINCE / COUNTRY	GRADE/LEVEL	GRADUATION (Year / Month)

**List Every Post-Secondary Institution Attended or Currently Attending (BEGINNING WITH FIRST UNDERGRADUATE DEGREE GRANTED)**

NAME OF INSTITUTION	PROVINCE / COUNTRY	FROM (Year / Month)	TO (Year / Month)
DEGREE			GRADUATION (Year / Month)

NAME OF INSTITUTION	PROVINCE / COUNTRY	FROM (Year / Month)	TO (Year / Month)
DEGREE			GRADUATION (Year / Month)

NAME OF INSTITUTION	PROVINCE / COUNTRY	FROM (Year / Month)	TO (Year / Month)
DEGREE			GRADUATION (Year / Month)

NAME OF INSTITUTION	PROVINCE / COUNTRY	FROM (Year / Month)	TO (Year / Month)
DEGREE			GRADUATION (Year / Month)

**Have you ever failed a year or been disciplined in an undergraduate program or been required to withdraw from UBC or another college or university?**

Yes  No

*If yes, please name the institution:*

\_\_\_\_\_

**Have you ever attended another law school?**

Yes  No

*If yes, what school and for how many years? (Please give dates of attendance.)*

\_\_\_\_\_

**Have you ever failed a year, been required to withdraw or voluntarily withdrawn from another law school?**

Yes  No

*If yes, please provide details:*

\_\_\_\_\_

**Have you ever applied to this law school before?**

Yes  No

*If yes, what year?*

\_\_\_\_\_

**What was the result?**

Withdrawn  Accepted  Rejected

**While attending at a post-secondary institution, have allegations of misconduct, including academic misconduct, ever been made against you or have you ever been suspended, required to withdraw, expelled or penalized by a post-secondary institution for misconduct?**

Yes  No

*If yes, please provide details:*

\_\_\_\_\_

**LSAT**

Please indicate the date(s) (written or to be written) and the score(s) of the Law School Admissions Test.

DATE(S) (Year / Month)	SCORE(S) IF KNOWN
DATE(S) (Year / Month)	SCORE(S) IF KNOWN
DATE(S) (Year / Month)	SCORE(S) IF KNOWN

**LSAT Account Number or SIN / SSN (to access LSAT score)**

ACCOUNT NUMBER



## Collection and Use of Personal Information

The University collects, uses, retains and discloses personal information in accordance with the Freedom of Information and Protection of Privacy Act (FIPPA), R.S.B.C. 1996, c.165 as amended. Personal information provided on this application is collected pursuant to the University Act, R.S.B.C. 1996, c.468, as amended, and FIPPA. The information will be used by the University including without limitation for the purposes of:

- + admission, registration, graduation and other decisions on your academic status
- + operating athletic, residential, alumni and other UBC related programs (including issuing UBC Card and U-Pass).

The University may share and disclose personal information as follows:

- + within the University to carry out its mandate and operations
- + to UBC student societies and UBC Alumni Association
- + to other educational institutions
- + to professional organizations
- + Law School Admission Council
- + to the provincial government
- + to entities participating in or operating UBC related programs (eg. U-Pass)

Information may be disclosed to third parties by UBC for statistical and research purposes including without limitation to conduct surveys in order to gain feedback from its students regarding their experiences at UBC.

The student societies of UBC are the UBC Alma Mater Society and UBC Okanagan Students' Union and all of their associated constituency organizations ("UBC Student Societies"). The UBC Student Societies are separate legal entities from the University.

Disclosure of personal information to UBC Student Societies include full name, student number, year level, faculty of study, membership to organization, and e-mail address. UBC Student societies use this personal information to:

- + run elections
- + manage their membership
- + administer student programs (including the UBC Alma Mater Society and Graduate Student Society Health & Dental Plan)
- + communicate with their membership

Students may choose to opt-out of disclosing the abovementioned personal information to the UBC Student Societies by indicating so on the Student Service Centre.

## Declaration

- + I agree that my secondary and post-secondary grades may be released to UBC. I will notify Undergraduate Admissions of any additional post-secondary studies taken subsequent to the date of this application.
- + I accept that if, in reading and completing this application, I knowingly or carelessly provided untrue or incomplete information, (a) any offer of admission, whether accepted or not, may be withdrawn by UBC; (b) I may be required to withdraw from UBC; (c) I may be subject to academic discipline.
- + I agree that UBC may verify the information provided by contacting the relevant institution or any secondary or post-secondary institutions not listed in this application.
- + I accept that information on falsified documents is shared with the Association of Universities and Colleges of Canada.
- + I agree that my name may be released to my school or school district if I am a Scholarship recipient.
- + I agree, if admitted to UBC, to comply with the UBC calendar and all the rules and regulations of the University, present and future.
- + I hereby certify that all statements made in connection with this application and all supplementary information submitted by me are true and correct. I understand that Peter A. Allard School of Law does not admit all persons who apply for admission and that the selection of applications for admission is solely within the discretion of Peter A. Allard School of Law.

- + I hereby authorize and consent to the release of information and documentation from my admission file, including copies of my application form, transcripts and letters of reference, for use in carrying out the duties of members of the Admission Committee, any scholarship or bursary selection committees appointed by the Dean or Peter A. Allard School of Law, the Law School Admission Council's Panel on Misconduct and Irregularities in the Admission Process and the Law Foundation of British Columbia.
- + I also authorize the release to other law schools and/or the Program of Legal Studies for Native People of information with respect to whether I have accepted a place in the University of British Columbia J.D. program.
- + If I am the recipient of a Scholarship, Prize or Award I give Peter A. Allard School of Law and the University permission to provide the award donor with my name and year of study and to publish my name, year of study and/or picture in any lists of scholarship, prize or award winners or publicity associated with scholarship, prize or award winners, and, if I am awarded a Bursary, I give the University permission to provide the Faculty with my name and the name of my Bursary.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE (Year / Month / Day)



## Personal Statement

**Important: The structure of the personal statement has changed for applicants under the General category. Please see the following page for detailed instructions. Applicants under the Discretionary, Indigenous, Letter of Permission and Advanced Standing categories are required to submit a personal statement of no more than three pages (approximately 1500 words) with this application.** Personal statements are used in conjunction with letters of reference, academic performance and LSAT scores to assess admissibility and to evaluate candidates for entrance scholarships.

Generally, the purpose of the personal statement is to provide the Admissions Committee with any information an applicant considers relevant to the consideration of her or his application. The Admissions Committee would like to see several kinds of information from you in order to make its decision. First, if your academic performance in

some limited period was affected by a short-term medical condition or other circumstances, information about this should be provided, along with supporting documentation. Second, a personal statement should also highlight those aspects of your personal history that enhance your application. For example, a personal statement should set out the relevant information about: academically related extra-curricular activities, community involvement, work (both paid and volunteer) experience, parental or caregiver responsibilities, and relevant personal characteristics and attributes. And lastly, the Admissions Committee is particularly interested in you telling us why you want to study law, what makes you well-suited to the study of law (e.g., the particular skills, interests and/or experiences you have), and what contributions you think you would make to the Peter A. Allard School of Law.

### Application Procedures Checklist

- Completed Application Form. **Please apply on-line, if possible.**
- Personal Statement.
- Application Fee of \$93.25 (CDN) by cheque or money order made payable to the University of British Columbia.
- One official transcript from each university or college you have attended (other than the University of British Columbia) forwarded from the institution directly to Law Admissions at the time of application. Final official transcripts for any courses taken during the application period must be submitted by June 30. Transcripts in languages other than English must be evaluated by an accredited evaluation service.
- Currently active LSAT file number for all applicants. We will access your score directly from the Law School Admission Council.
- Two letters of reference for **Discretionary, Indigenous, Transfer, Visiting (Letter of Permission), and Advanced Standing** applicants only.
- Evidence of your eligibility to apply in the Indigenous category, where applicable.
- Letter of Permission from the Associate Dean of your current law school for **Visiting (Letter of Permission)** applicants.
- Evaluation Letter from the NCA for **Advanced Standing** applicants.
- Corroborative documentation where appropriate.
- Letter outlining reasons for applying for part-time studies, where applicable.

**Please read the information given in the J.D. Admission Guide or on our faculty website, concerning admission requirements and application procedures.**

**Return this completed form, personal statement and supporting documentation by the below deadlines to:**

JD Admissions  
Peter A. Allard School of Law  
1822 East Mall, Vancouver, BC V6T 1Z1

#### General, Discretionary and Indigenous Applicants

- A Application must be submitted (or postmarked) on or before December 1. All supporting documentation must be submitted (or postmarked) on or before January 31, including a current transcript for all completed courses, with a final transcript showing completion of undergraduate degree to follow by June 30;
- B Final official transcripts for those still enrolled in undergraduate studies must be postmarked on or before June 30.

#### Transfer, Visiting (Letter of Permission), and Advanced Standing Applicants

All materials and the application fee must be postmarked on or before April 30, except for law transcripts, which are due as soon as final grades have been released (first week of June at the latest) as upper-level decisions are typically made by the end of June.

**We strongly advise applicants to submit their first year applications during the fall, as candidates will be considered for admission as soon as their files are complete.**



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## Personal Statement for General Category

Beginning this year, the Peter A. Allard School of Law is making changes to the structure of the personal statement under the General category. Applicants under this category are now required to answer the three questions listed below. Please submit your answers to these questions with this application. Your answers will be scored separately, so we ask that you please clearly number your answers accordingly. If you wish, you may copy and paste the questions below into a Word document and insert your answers under each one.

Your statement must include your name and date of birth on each page. Personal statements are used in conjunction with academic performance and LSAT scores to assess admissibility and to evaluate candidates for entrance scholarships.

**1. (Maximum 500 words) Tell us about why you would like to study law at UBC, and how your past education, employment, extracurricular activities and/or other experiences have prepared you for the study of law.**

**2. (Maximum 400 words) Tell us about a time when you assisted in resolving a dispute or disagreement and why you chose the approach that you did.**

**3. (Maximum 400 words) Tell us about how equity and diversity have mattered in your life. This could include identifying your own experiences as a member of one or more groups that have historically faced systemic barriers to equal educational and other opportunities and/or discussing the ways in which you have engaged with these issues in your education, employment or relationships with others.**

Note: Equity factors relate to systemic barriers to equal access to opportunities. These include grounds of discrimination found in human rights laws, such as race, sex, disability, gender identity, nationality, religion, age, and family status. Diversity factors relate to other personal characteristics and identities. These include cultural, social, and socio-economic diversity.