

A complete application that is ready for review includes the following:

- » Completed Visiting Student Application
- » \$50 Application Fee
 - A check or money order payment will need to be made out to “Cumberland School of Law.”
 - Credit card payments are also accepted. Please complete credit card information on page one of the application.
- » Official Letter of Good Standing from current ABA-approved law school stating:
 - That you have permission to take courses at Samford University’s Cumberland School of Law as a visiting student.
 - That those credit hours will count towards your law degree.
 - That you are a student in good standing.
- » A personal statement indicating the reason you are pursuing visiting student status.
- » Addendum (as needed).

Direct all questions to:

Samford University Cumberland School of Law
Office of Law Admission
800 Lakeshore Drive
Birmingham, Alabama 35229

800-888-7213
lawadm@samford.edu
samford.edu/cumberlandlaw/apply

Please read the instructions carefully and remember to keep a copy of them for your records.

THE APPLICATION PROCESS

Samford University's Cumberland School of Law accepts visiting student applications for summer, fall and spring admission.

» **Who May Apply**

Students currently attending ABA-approved law schools are eligible to apply for visiting student status. Applications from students who have been or are in the process of being academically dismissed from an ABA-approved law school will not be considered. Students attending non-ABA-approved law schools may be granted special permission to take coursework at Cumberland School of Law. This determination is made by the Assistant Dean for Admission and Enrollment Management on a case-by-case basis.

» **How Applications Should be Submitted**

Applicants must download an application from the Samford University's Cumberland School of Law website. This application is not available through the Law School Admission Council.

» **What Completes an Application**

A complete application includes, a completed and signed Visiting Student Application, a personal statement that addresses why the applicant desires to take classes at Samford University's Cumberland School of Law, a \$50 application fee, an official letter of good standing from the applicant's ABA-approved law school, and an official letter stating both that the applicant is authorized to take courses at Cumberland School of Law AND that those credit hours will count toward the applicant's law degree.

» **When are Decisions Made**

Admissions decisions on complete applications are made on a rolling basis. It is common for decisions to be made within two weeks of an application's completion.

» **Where Correspondence is Sent**

Decision letters are mailed to the permanent mailing address listed on the application. Other correspondence, including updates, reminders and other important information will be emailed throughout the admissions process.

FINANCIAL AID

After submitting an application, those applicants who wish to receive federal aid should update their FAFSA profile to include "Samford University" (federal school code: 001036) among the universities to receive their information. This will expedite the processing of any federal assistance once admitted. Samford University's Office of Financial Aid assists students with finding the appropriate financial aid. The Law School's merit, need-based, leadership and peer scholarships are not available for visiting students.

REGISTRATION AND TUITION

Once admitted, visiting students will be allowed to register for classes. Currently enrolled law students who have pre-registered in a timely manner will receive priority if a course is over-subscribed. After registration, tuition will post to the student's Samford account. The University assigns every admitted student a SUID number that can be used to access financial aid information and E-bills. The SUID and corresponding password will be emailed after an applicant is admitted.

In compliance with Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and all other applicable non-discrimination laws, Samford University does not discriminate on the basis of race, color, national or ethnic origin, sex, age, genetic information, disability, or veteran's status in its educational programs and activities, admissions, scholarship and loan programs, athletic and other school administered programs, and employment. Samford is a religious educational institution and is exempt from certain provisions of Title VII of the Civil Rights Act of 1964 and of Title IX of the Education Amendments of 1972. Inquiries concerning Samford's nondiscrimination policy or applicable civil rights laws may be directed to the Vice President for Business and Financial Affairs, Samford Hall Room 200, Birmingham, AL 35229, 205-726-2811.

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This application is for law students currently enrolled at other ABA-approved law schools who would like to attend classes at Samford University's Cumberland School of Law for a semester. It is the applicant's responsibility to verify that the credit hours earned at Cumberland School of Law will be accepted by his or her current law school. Please refer to the application instructions and the checklist at the beginning of this application for more details regarding the documentation required to complete this application.

PLEASE INDICATE THE SEMESTER AND YEAR YOU WOULD LIKE TO VISIT OUR LAW SCHOOL.

Summer Fall Spring Year _____

PAYMENT METHOD

Enclosed check | money order Credit Card Type _____ Exp. Date _____
Number _____
Name on Card _____

BIOGRAPHICAL

Prefix _____ First Name _____ Date of Birth _____ Gender _____
Middle Initial / Name _____ City of Birth _____
Last Name _____ Suffix _____ Country of Birth _____
Previous (Other) Name _____ State of Birth _____
Preferred First Name _____ Social Security Number _____
LSAC Account Number _____

DEMOGRAPHICS

Country of Citizenship (if not U.S.) _____ Permanent City _____
Visa Type _____ Permanent State/Province _____
Permanent Resident Number _____ Permanent Country (if not U.S.) _____
Visa/SEVIS Number _____ Native Language _____

OPTIONAL

What is your ethnicity? (select all that apply)

- Hispanic or Latino Caucasian/White Native Hawaiian or Other Pacific Islander
 Black or African American Canadian Aboriginal Puerto Rican
 American Indian or Alaska Native Asian Aboriginal or Torres Strait Islander Australian

Will you be a first generation lawyer? _____

Are you a first generation college student? _____

MILITARY

Have you served, or are you now serving, active U.S. military duty? Yes No

Date of Entrance _____ Branch _____

Date of Discharge _____ Rank _____

Discharge Type _____

Expected military reserve or National Guard status during law school _____

Have you ever been separated from any branch of the U.S. armed forces under less than honorable conditions? Yes No

If you have ever been separated from any branch of the U.S. armed forces under less than honorable conditions, please explain the circumstances.

CONTACT INFORMATION (CURRENT ADDRESS)

Address Line 1 _____ Zip Code _____

Address Line 2 _____ Country _____

Address Line 3 _____ Mailing Address Good Until (Date) _____

City _____ Mobile Phone _____

State/Province _____

CONTACT INFORMATION (PERMANENT ADDRESS)

Address Line 1 _____ Zip Code _____

Address Line 2 _____ Country _____

Address Line 3 _____ Mailing Address Good Until (Date) _____

City _____ Mobile Phone _____

State/Province _____

OTHER CONTACT INFORMATION

Primary Email _____ Samford University Cumberland School of Law can send text messages to my mobile phone.

Secondary Email _____ Yes No

Mobile Phone _____

Secondary Phone _____

FAMILY/NEXT OF KIN INFORMATION

Prefix _____ Address Line 1 _____
 First Name _____ Address Line 2 _____
 Middle Name/Initial _____ Address Line 3 _____
 Last Name _____ City/Zip Code _____
 Phone _____ State/Province/Country _____

Applicants will be contacted via e-mail, phone and regular mail, as needed throughout the application process. Please note that the primary method of communication will be electronic. Applicants should plan to update their contact information to ensure that they are receiving all notifications and announcements from the law school. All mailed correspondence will be sent to the permanent address as noted in an application.

Emergency contact information is vital to the health and safety of the students of Samford University and Cumberland School of Law. The information provided for parents or next of kin must be accurate and current. This information will be used only by authorized Samford University personnel and only in case of an emergency.

EDUCATION

Are you in good standing at your current law school? Yes No

Have you previously applied to Samford University Cumberland School of Law? Yes No

Year Applied _____ Final Decision _____

List all institutions of higher education attended, including your current law school.

Undergraduate Institution(s)

Start Date	End Date	Degree Earned

Law School

Dates Attended	GPA	Rank	Number of Hours Completed

CHARACTER AND FITNESS

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.

A character and fitness review will require truthful, accurate and complete reporting of all requested information related to past conduct that bar examiners may deem relevant to one's fitness to practice law, in most jurisdictions including (but not limited to) all criminal arrests, charges, plea agreements, convictions, or instances of being taken into custody, as a juvenile or adult; all traffic violations except minor parking citations; involvement as a party to civil litigation; acts of fraud, dishonesty or lack of candor; educational discipline or misconduct; failure to pay financial obligations; and substance abuse. Many jurisdictions require disclosure of all criminal arrests, charges, plea agreements or convictions, as a juvenile or adult, even where the record has been expunged.

It should be noted, however, that while bar admission boards require complete disclosure of requested information, in many instances past relevant conduct, particularly if isolated and/or not recent, has not resulted in denial or delay of admission to the bar in a particular jurisdiction of interest. (This is not to suggest or predict how any jurisdiction's bar admissions board would respond to any applicant's particular conduct disclosures going forward.)

A failure to truthfully, accurately and completely respond to a character and fitness inquiry, however, is commonly deemed a character and fitness violation in and of itself, and may be more detrimental to bar admission prospects than the undisclosed or incorrectly disclosed underlying conduct.

You are encouraged to determine the character and fitness requirements of the jurisdiction(s) where you intend to practice law. If you are uncertain where you will practice law, you may wish to review the Standard NCBE Character and Fitness Application, titled Request for Preparation of a Character Report, which is used by a number of jurisdictions' bar admission authorities. Addresses for all relevant agencies are available at ncbex.org.

Applicants must attach separate addenda explaining in detail each instance that necessitates a "yes" response to these questions. It is not sufficient to simply attach court records. You must explain the circumstances that gave rise to each occurrence, any charges received and the outcome of those charges. Those who provide unclear responses will be asked for clarification and/or additional information. Applicants should also be aware that this law school application is a "continuing application." Continuing applications require applicants to update their responses to these questions as needed throughout the application process. Should an event occur, either before or after applicants receive their admission decision, that would change their response to a question in their application, they must immediately communicate the details of that event in writing to the Assistant Dean for Admission and Enrollment Management.

CHARACTER AND FITNESS, cont.

1. CRIMINAL CHARGES: Have you ever been formally accused, cited for, arrested for, charged with or convicted of violating any law, including traffic violations? (All citations, arrests, charges and convictions, whether pending or otherwise, must be noted and explained even if the charges were dismissed, you were acquitted, plead nolo contendere or adjudication was withheld or a conviction was expunged, dismissed, overturned or vacated.) Yes No

2. ACADEMIC ACTION: Have you ever been academically dismissed, suspended, placed on academic probation or given an academic warning? Yes No

3. DISCIPLINARY ACTION: Have you ever been placed on disciplinary probation, accused of violating or found in violation of a school's honor code? Yes No

4. PROFESSIONAL LICENSURE: Have you ever had a business, trade or professional license revoked?
 Yes No

SUPPLEMENTAL DOCUMENTATION

Attach a statement that sets forth the reasons motivating your desire to take classes at Samford University's Cumberland School of Law. The number of hours you hope to pursue and classes in which you are interested are important to mention.

CERTIFICATION

- » I certify that I have read and understood this application. 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 in writing to the Assistant Dean for Admission and Enrollment Management regarding any changes in matters covered in this application, even if such changes occur after I have enrolled as a student.
- » I understand that state bar examiners may ask for more comprehensive character and fitness disclosures than are requested on this application and may refuse admission to the bar in that state based upon such instances.
- » I understand that upon the discovery of inaccurate information in this application or the omission of information requested by this application, the University reserves the right to revoke my admission, to expel me, to refuse to award my degree, or to recommend revocation of any degree earned.
- » I understand that I am seeking admission to a University dedicated to Christian principles and to a law school program that will prepare me for a profession requiring of me integrity, civility and good moral character. I agree to conduct myself at all times in a manner consistent with and respectful to the rules and principles of Samford University's Cumberland School of Law, and the legal profession.

BY SIGNING THIS APPLICATION, I ADHERE TO ALL OF THE ABOVE STATEMENTS.

Signature _____

Date _____

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