OVERVIEW

Lincoln Memorial University – Duncan School of Law ("LMU - Duncan School of Law"), located in Knoxville, Tennessee, is accepting applications for its full-time and part-time programs. Full-time students who start in the Fall 2014 semester are classified as the 2016 cohort, and part-time students who start in the Fall 2014 semester are classified as the 2017 cohort. Part-time students who matriculate in 2013 and thereafter will be taking all courses with the full-time cohort, whenever those courses may be scheduled, day or evening. Both the full-time and part-time programs begin in early-August.

An applicant may apply to either the full-time program or the part-time program. Every attempt will be made to place applicants in their preferred program of study; however, the LMU - Duncan School of Law reserves the right to extend an offer of admission to either program of study regardless of the applicant’s stated preference.

The LMU - Duncan School of Law operates a rolling admissions program. The Admissions Committee will review files as soon as they are complete and render a decision shortly thereafter. There are a limited number of seats available in each program of study. The likelihood of garnering an offer of admission decreases as the cycle progresses. It is possible that worthy applicants, applying late in the admissions cycle, may not receive an offer of admission.

The LMU - Duncan School of Law seeks to attract and retain students whose goals are consistent with the mission and purpose of the institution. The educational experience of all students is enhanced by admitting applicants from a wide range of backgrounds and experiences. Strong consideration will be given to those that have a desire to serve the underrepresented and underserved populations throughout the Appalachian region.

Admission decisions are based on a thorough review of each applicant’s file. While the LSAT score and cumulative undergraduate GPA figure prominently, multiple factors are considered in rendering a
The ABA accreditation standards preclude the admission of applicants who do not appear capable of satisfactorily completing a legal program of study and being admitted to the bar. Similar questions to the ones listed below will be asked of you at the time of application for admission to the bar, so candor and full disclosure is essential.

### PRE-REQUISITE ADMISSIONS REQUIREMENTS

To be considered for admission, an applicant must hold a baccalaureate degree from an institution that is accredited by an accreditation agency recognized by the Department of Education.

LMU - Duncan School of Law neither requires specific courses nor endorses any particular major field of study in preparation for legal studies. However, those considering a legal program of study are encouraged to pursue a curriculum that emphasizes analytic and problem-solving skills, critical reading abilities, writing skills, oral communication and listening abilities, general research skills, and task organization and management skills.

The American Bar Association (www.americanbar.org) and Law School Admission Council (www.lsac.org) websites provide excellent information on a myriad of topics that aspiring attorneys may find interesting.

### APPLYING FOR ADMISSION

In order for an applicant’s file to be considered for admission, the following items must be received.

1. **Application for Admission**

   Each applicant is required to complete the current Application for Admission which is accessed by visiting the LMU - Duncan School of Law website at http://law.lmunet.edu. All questions must be answered completely and accurately. Failure to do so may result in a delay in the review of your application or denial of admission.

   Applicants are encouraged to maintain a copy of their submitted application and supporting documents. Many state board of law examiners require applicants to submit a copy of their admission application when applying to take the bar examination. In the event the application is submitted electronically and a copy is not available, you may obtain a blank copy of the application on the law school’s website under “Future Students” and the “Application for Admission.”
Applicants are highly encouraged to submit all letters through the Law School Admission Council’s Credential Assembly Service (LSCA-CAS). Using the Credential Assembly Service permits applicants to verify receipt of their letters and track delivery to law schools by accessing their online accounts. Additionally, documents can easily be regenerated in the event of a mishap.

Although LMU - Duncan School of Law will accept recommendation letters submitted directly to the Office of Admissions by the author, there is no guarantee that all letters will arrive safely. In the event of a mishap, documents are not easily regenerated. Moreover, failure to use the Credential Assembly Service may delay the completion and review of an applicant’s file.

Official Transcripts

In the event an offer of admission is extended, accepted students must have official transcripts sent from every undergraduate educational institution attended directly to the Office of Admissions. At least one of the transcripts must indicate the award of bachelor’s degree from an accredited institution. All transcripts must be received and verified prior to Orientation. In the event that ALL transcripts are not received, then you will be dismissed and unable to matriculate.

Free Application for Federal Student Aid (FAFSA)

Applicants that may rely in whole or part on the federal student loan program to finance their legal education must complete the Free Application for Federal Student Aid (FAFSA). If you file a tax return, a copy of your most recent return is needed to complete the FAFSA. Applicants are encouraged to complete this process as soon as practicable to ensure that funds will be available to them upon their arrival at LMU - Duncan School of Law. The code for Lincoln Memorial University is 003502. Detailed instructions are provided at www.fafsa.ed.gov.

ADMISSIONS THROUGH PERFORMANCE (ATP) PROGRAM

Qualified applicants who have not been offered admission to the entering fall class may be considered for the Admission Through Performance (ATP) Program. The ATP Program provides an alternative method for assessing law school preparedness and is available to students who have applied to the LMU-DSOL. Participation in the ATP Program is by invitation only.

To be eligible for the ATP Program, applicants must have been considered for regular admission by the Admissions Committee and the Dean.

To be considered by the Admissions Committee, applicants must have the following items on file:

- a completed application;
- a personal statement;
NOTICE REGARDING APPROVAL
FROM THE TENNESSEE BOARD OF LAW EXAMINERS

On February 24, 2009, the Lincoln Memorial University – Duncan School of Law received approval from the Tennessee Board of Law Examiners (TBLE) rendering graduates eligible to take the Tennessee Bar Examination pursuant to Tennessee Supreme Court Rule 7, Section 2.03.

On April 19, 2012, the Lincoln Memorial University – Duncan School of Law received an extension from the Tennessee Board of Law Examiners for its graduates to be eligible to apply to take the bar examination in Tennessee until December 31, 2017.

Contact the Tennessee Board of Law Examiners (www.state.tn.us/lawexaminers/) at 401 Church Street, Suite 2200, Nashville, Tennessee 37243-0740 or call (615) 741-3234 for additional information about the approval of the Lincoln Memorial University – Duncan School of Law.

NOTICE REGARDING ACCREDITATION
FROM THE AMERICAN BAR ASSOCIATION

Lincoln Memorial University – Duncan School of Law has applied for provisional accreditation from the American Bar Association (ABA).

The Dean is fully informed as to the Standards and Rules of Procedure for the Approval of Law Schools by the American Bar Association. The Administration and the Dean are determined to devote all necessary resources and in other respects to take all necessary steps to present a program of legal education that will qualify for approval by the American Bar Association. The Law School makes no representation to any applicant that it will be approved by the American Bar Association prior to the graduation of any matriculating student.

For additional information regarding the process, please see the ABA Law School Accreditation Process. For general information, contact the ABA (www.abanet.org/legaled) at American Bar Association, section of Legal Education and Admissions to the Bar, 321 North Clark Street, Chicago, Illinois 60654-7598 or call (312) 988-6738.

SPECIAL NOTE TO FOREIGN-EDUCATED APPLICANTS

Lincoln Memorial University – Duncan School of Law welcomes students from around the world to apply to be part of our community. In order to apply for admission to our law school, you must complete the following criteria.

1. You must complete an application for admission.
- Proof of financial support for the cost of attendance ($49,844 US) for one year at LMU-DCOM; this may be satisfied by submitting one of the following documents:
  
  o An actual bank statement or official notarized statement from a bank showing proof of support in U.S. dollars; or

  o A completed Form I-134, Affidavit of Support;

If you are bringing dependents (a spouse and/or children), you must furnish complete information on each and additional documentation of support ($5,000) for each dependent.

All documentation required to issue an I-20 should be submitted to:

Mr. Conrad Daniels  
Lincoln Memorial University  
6965 Cumberland Gap Parkway  
Harrogate, Tennessee 37752  
USA

It must be received by May 1 or within 30 days of your receipt of official acceptance to LMU-DSOL if accepted after April 30.

The University reserves the right to request additional information if not satisfied with any information received. An I-20 will be issued only after receipt of the items mentioned above and the college is satisfied that you have sufficient financial support to see you through four years of medical school.

In addition to your I-20, you will be required to submit a deposit equivalent to the 2013-14 tuition and fees (direct costs) - $30,984. This deposit is due no later than June 15 and will be held on account at LMU until the beginning of your third year of studies. (See NOTE below)

Exceptions to this policy may be made for students who have already established a good financial history as undergraduate students at Lincoln Memorial University. This deposit is in addition to payment of your fall semester tuition.

NOTE: Interest will accrue on this deposit annually. If you fail to complete the first three years of study due to academic dismissal or death, the advance deposit plus interest will be returned to the original depositor. If you should drop out or do not return for any other reason, the advance deposit will be returned to the original depositor but the college will retain the accrued interest.
After receipt of official acceptance to LMU-DSOL, as a transfer student you must submit the following information so that a transfer of schools in the SEVIS system can be processed:

1. A completed F-1 Student Transfer Form;

2. Proof of financial support for the cost of attendance ($49,488 US) for one year at LMU-DSOL;

This may be satisfied by submitting one of the following documents:

- An actual bank statement or official notarized statement from a bank showing proof of support in U.S. dollars; or
- A completed Form I-134, Affidavit of Support;
- A photocopy of the I-20 from the school you are currently attending; and
- A copy of your passport and I-94 card.

If you are bringing dependents (a spouse and/or children) who are not US citizens or permanent residents, you must furnish complete information on each and additional documentation of support ($5,000) for each dependent.

The above-listed information should be submitted to:

Mr. Conrad Daniels
Lincoln Memorial University
6965 Cumberland Gap Parkway
Harrogate, Tennessee 37752
USA

The University reserves the right to request additional information if not satisfied with any information received. An I-20 will be issued only after receipt of all items mentioned above and the college is satisfied that you have sufficient financial support to see you through four years of medical school.

In addition to your I-20, you will be required to submit a deposit equivalent to the 2013-14 tuition and fees (direct costs) - $30,984. This deposit is due no later than June 15 and will be held on account at LMU until the beginning of your third year of studies. (See NOTE below)
The minimum TOEFL score for the paper-based test – PBT is 577 with no lower than a 52 on all individual sections.

The minimum TOEFL score range for the internet-based test – IBT is 90-91 with no lower than a 21 on all individual sections.

The minimum IELTS score is an overall band score of 7.5 with a minimum of 7.0 on all individual sections.

Scores must be from a test taken within the last two years.

Any deviation from the aforementioned examination scores is within the sole discretion of the School of Law. Applicants are encouraged to provide additional documentation or evidence showing a strong command of the English language.